

REQUEST FOR TENDER no. 54/2019/SUPERVALUE of 18.09.2019

concerning the delivery of the experimental data and samples of effluents collected during the supercritical water gasification process of indicated wet organic samples

This open tender is publicized in order to award a contract in the field of research accordingly to the agreement no. FACCE SUPERPLUS/II/SUPERVALUE/03/2018, as well as securing the transparency, equal treatment of the subjects interested in being awarded the contract.

I. THE CONTRACTING PARTY

Research and Innovation Centre Pro-Akademia (RIC),
KRS 0000171789, NIP VAT no.: 7281919068, REGON: 471342017,
9/11 Innowacyjna St.
95-050 Konstancin Łódzki
Poland

Website of the Contracting Party: www.proakademia.eu

A contact person representing the Contracting Party is Ms. Iwona Adamkiewicz.

Contact details of the representative: iwona.adamkiewicz@proakademia.eu

II. SHORT DESCRIPTION OF THE PROJECT, WITHIN WHICH THE CONTRACT WILL BE EXECUTED

Research & Innovation Centre Pro-Akademia (RIC) is currently carrying out the project "Solving the problem of locally available wet residue streams by recovering the energy content and extracting the valuable elements from the inorganic part using a small scale biorefinery concept based on the SCWG process", where the application of the supercritical water gasification (SCWG) process in the framework of a small-scale biorefinery for the conversion of wet organic residues is being studied. One of the key work packages of the project is to investigate and compare different methods for the recovery of useful elements like phosphorus, magnesium, potassium, etc. from the liquid residue ("effluent") of the SCWG process.

RIC does not have its own experimental facility to perform SCWG experiments to produce the effluent for abovementioned analysis. Therefore a budget for a subcontract has been included in the project to obtain the necessary information and material.

Gasification tests at 500°C were already performed in the first subcontract issued during the Supervalu project. The results showed that the applied process conditions lead to the conversion of the organic matter; the dry analyzed gas contained up to 68% of combustible species. However, the results also showed that the effluent contained a visible amount of organic oils (tar-like substance). As tar is a contaminant to water and a potential problem for the further processing of the effluent, it is considered relevant for the project to experimentally check if increasing the gasification temperature to 600°C will (substantially) increase the conversion of tar. The temperature of 600°C is considered a maximum that can be achieved in the laboratories currently working with supercritical water processes.

III. THE SUBJECT OF THE TENDER

CPV: 7310000-3 - Research and experimental development services

The scope of the work to be performed by the Tenderer is as follows:

1. to perform gasification runs in supercritical water conditions with two kinds of wet organic residues provided by RIC. RIC will provide the following wet organic residues:
 - a. fruit & vegetable waste

b. dairy waste (whey)

The amounts of the wet organic residues, the necessary pre-treatment (homogenization, sterilization, etc.) will be agreed upon between the parties before the delivery. The SCWG runs can be performed in batch or in continuous flow, depending on the facility owned by the Provider. However, it is required that both wet organic residues mentioned in the subs 1a – 1b undergo the same SCWG process (that is: either all batch or all continuous), under similar (maximum $\pm 5\%$ difference) process conditions (pressure, temperature, residence time). As said, the pressure and temperature conditions must exceed the values for the supercritical point of water, and additionally the temperature should not be lower than 580°C . The process conditions - at least the average value with the measurement uncertainty recorded during the steady-state operation - will be recorded and provided to RIC. In the case of batch experiments the amount of the input and output streams will be recorded and provided; in the case of continuous flow experiments the steady state flow values with the measurement uncertainty will be recorded and provided.

2. to measure and record the gas composition of the produced gas, and to provide at least the average value with the measurement uncertainty recorded during the steady-state operation. The reported gas composition values should include the volume fractions of methane (CH_4), hydrogen (H_2), carbon monoxide (CO), carbon dioxide (CO_2) and nitrogen (N_2), which should represent at least 90% by volume of the measured species. In case the volume fractions of the abovementioned species represent less than 90% v/v of the measured species, the volume fractions of other species present in the gas must be reported, starting with the most significant (the ones with the highest volume fraction).
3. to produce at least 500 ml (preferably 1000 ml) of effluent for each wet organic residue, including liquid and solid fractions. The collected effluents will be sent to RIC when the subcontracted work has been completed.
4. to deliver a test report from the tests with each of the residues mentioned in point 1, including the description of the methodology, the measurement results and all other information that could be of significance for the analysis and the interpretation of these results. The provided experimental results must allow RIC to set up a mass balance with the closure in the elemental carbon (C) balance of at least 90%, i.e. the sum of carbon in the quantified reaction products should be at least 90% of the carbon present in the input streams.

IV. DURATION OF THE WORKS & THE TIME OF BINDING THE OFFER

1. The total duration of the subcontracted work should not exceed 28.10.2019.
2. The time of binding the offer: 60 days since the settlement of the tender.

V. TERMS AND CONDITIONS OF PARTICIPATION IN THE TENDER

1. The Tenderer should jointly meet the following conditions:
 - a) have rights to perform given activities, provided the rules of law force them to possess such rights;
 - b) have a necessary knowledge, experience and technical potential;
 - c) have staff capable of executing the subject of tender;
 - d) are in an economic and financial situation which ensures a proper execution of the subject;
 - e) do not have capital or personal connections with the RIC.

By capital or personal connections is meant the interrelationship between the Contracting Party or persons authorized to incur liabilities on behalf of the Contracting Party or persons performing on behalf of the Contracting Party activities related to the selection procedure of the Contractor and the Contractor, consisting of:

- participating in the company as a partner in a civil law partnership or partnership,
- possessing at least 10% of shares or stocks, unless the lower threshold is due to legal provisions,
- performing the function of a member of the supervisory or management body, proxy, attorney,

- remaining in such a legal or actual relationship that can raise justified doubts regarding an impartiality in terms of selecting the Contractor, especially being married, in a relationship of affinity or affinity in a straight line, second degree affinity or second degree affinity in the lateral line or in relation to adoption, care or guardianship.
- 2. Only the Tenderer who jointly meets all the aforementioned conditions will be allowed to participate in the proceedings.
- 3. Evaluation of meeting the conditions described in sec. 1 lett. a-e will be based on: the Declaration of meeting the criteria provided by the Tenderer, which is the attachment no. 2 to this tender.

VI. CRITERIA FOR EVALUATING THE OFFERS

1. The offer will be assessed on the basis of the criterion: "gross price" - 100% weight.
2. The maximum number of points to be obtained in the "gross price" criterion is 100 points
3. The offer will be assessed on the basis of the gross price submitted in the Tender Form – Attachment no.1 based on the following formula:

$$P = \frac{GP}{EP} \times 100 \text{ points}$$

where:

- P – means the amount of points given to the evaluated offer;
- GP – means the gross price of the least expensive offer;
- Cb – means the gross price of the evaluated offer.

4. The offer price must be expressed to two decimal places.
5. The price quoted in the offer is a gross price, i.e. includes all costs, components and surcharges of the Tenderer and liabilities, including public law liabilities (e.g. VAT), related to the completion of the entire subject of the order under a given part of the contract. The price is given in EURO.
6. The Ordering Party RIC will choose the most advantageous offer. The offer that receives the highest number of points will be considered the most advantageous offer.
7. RIC shall prepare a written record of the proceedings and selection of the best offer.

VII. PREPARING THE OFFER AND INFORMATION CONCERNING THE SELECTION

1. The offer should be prepared in English, in a written form accordingly with the Tender Form which is the attachment no. 1 to the Request for Tender.
2. The offer should contain:
 - a) Tender Form, which is the attachment no. 1 to this Request for Tender, signed by a person authorized to represent the Tenderer
 - b) Declaration of meeting the conditions of the proceedings, which is the attachment no. 2, signed by a person authorized to represent the Tenderer
 - c) Model contract, which is the attachment no. 3, initialed by a person authorized to represent the Tenderer
3. Scans of the filled and signed documents listed above should be delivered by mail to: iwona.adamkiewicz@proakadmia.eu, by **30.09.2019 till 04:00 pm local time**. This stipulation is met if the message containing the full documents will be received by the mailing server of the Contracting Party, so that the Contracting Party could acquaint itself with its content.

4. The documents must be signed in the spaces provided for signatures by a person or persons entitled to represent the Tenderer or have the appropriate power of attorney to sign the offer. In this case, the power of attorney should be attached.
5. Offers submitted after the deadline are not subject to consideration.
6. The costs of preparing and delivering the offer shall be borne by the Tenderer
7. The offers will be opened **on 30.09.2019 at 04.05 pm local time** at the registered office of RIC
8. During the examination and evaluation of offers, RIC may request from the Tenderers explanations regarding the content of submitted offers.
9. The Tenderers that submitted the offers will be informed about the results of the selection by e-mail, provided in the Tender Form
10. In the notification sent to the Tenderer whose offer has been considered the most advantageous tender, RIC shall specify the date and place of the contract. The contract will be concluded according to the Model Contract (attachment no 3). The Tenderer accepts the content of the Model Contract for the execution of the subject of the order by a statement contained in the contents of the offer form.
11. If the Tenderer, whose offer has been considered the most advantageous, avoids the conclusion of the contract, the Ordering Party may choose the most advantageous offer from among the remaining offers submitted.
12. RIC informs that the resolution of this proceeding will take place within max. 2 weeks from the day of the deadline for submission of offers. If, as a result of summoning explanations or other circumstances, it will not be possible to settle within this period, the Contracting Party will extend this deadline accordingly and inform Contractors who submitted offers. In any case, the decision will be made within the binding period of the offer, i.e. within 60 days of the deadline for submission of offers.
13. The quotations submitted after the deadline will not be considered.
14. The Contracting Party reserves itself a right to modify the content of the Request for Tender before the deadline for submitting the offers. If the modifications have the influence on the specification of the Tender, the Contracting Party will extend the deadline for submitting the offers. The modifications will be announced by the Contracting Party immediately to all the Tenderers to whom the Request for Tender have been sent, as well as they will be published on its website.
15. The Contracting Party reserves itself a right to reject all the quotations without selecting anyone among of them, in case when none of the quotations submitted meets the conditions set by the Contracting Party or exceeds the budget of the project.
16. Information concerning the selection of the most advantageous offer will be announced on the website <http://www.bip.proakademia.eu/zapytania-ofertowe-i-przetargi/> and will be placed in the Contracting Party's headquarters.
17. In case of revoking the Request for Tender, the Contracting Party will immediately notify the Tenderers who send offers.
18. The Contracting Party reserves itself a right to revoke the proceedings without revealing the reasons.

VIII. THE WAY OF PROVIDING THE EXPLANATIONS

Every Tenderer has a right to ask the Contracting Party for an explanation of the content of this enquiry for quotations **before 27.09.2019, 12.00 local time**. The questions must be stated in a digital form and sent to an e-mail address: iwona.adamkiewicz@proakademia.eu. The Contracting Party will make a reply immediately and send it in a digital form to an e-mail address indicated in the request for explanation.

Furthermore, anonymised questions and answers, immediately after giving the answer, will be published at the website where the Tender has been announced.

IX. CHANGES OF THE MODEL CONTRACT

1. The Contracting Party provides for a possibility of changing the content of the Model Contract, when the circumstances concluding with the necessity of making such changes, which were unable to predict at the moment of signing the contract, occur.
2. Nevertheless, these changes cannot affect the remuneration amount owed to the Contractor.

X. CONCLUDING STIPULATIONS

1. In cases not regulated by the stipulations of this Request for Tender Polish Civil Code rules apply.
2. The Contracting Party does not reimburse the preparation costs of offers for this Tender.
3. The Contracting Party does not return the offers delivered.
4. By submitting a offer in these proceedings the Tenderer oaths to agree for sharing the entire offer with The National Center for Research and Development, in case if the NCBR or another body it authorized asked for presenting the offer submitted in these proceedings.

This Request for Tender have been publicized at the website <http://www.bip.proakademia.eu/zapytania-ofertowe-i-przetargi/> and at the Contracting Party's headquarters on 18.09.2019.

XI. IN ACCORDANCE WITH ART. 13 OF THE EU-GDPR, WE INFORM HERE ABOUT THE WAY IN WHICH WE COLLECT, PROCESS AND USE PERSONAL DATA. IN PARTICULAR, OUR FOCUS IS ON THE FAIR AND TRANSPARENT USE OF YOUR DATA BY RIC PRO-AKADEMIA

1. Data processor/responsible bodies

- a. Person responsible

Research and Innovation Centre Pro-Akademia (RIC),
KRS 0000171789, NIP VAT no.: 7281919068, REGON: 471342017,
9/11 Innowacyjna St.
95-050 Konstancinów Łódzki
Poland

www.proakademia.eu

Data protection officer:

Monika Stojan

Research and Innovation Centre Pro-Akademia (RIC),
9/11 Innowacyjna St.

95-050 Konstancinów Łódzki

Poland

Phone: +48 42 636 12 26

E-Mail: monika.stojan@proakademia.eu

b. Type of data

First name, surname

Postal address

E-mail address

Telephone number

2. Source of data

Documents required in the process of implementing the Request for tender

3. Purpose of data processing

Any data gathered is solely intended for the purposes of implementing the Request for tender in the scope of SUPERVALUE project.

4. Storage duration

During the complete duration of the SUPERVALUE project.

5. Data transfer

Recipients of the data

Personal data will not be passed on to third parties without permission, the exception are entities to whom the documentation of proceedings will be made available on the basis of the Project Agreement.

CBI Pro-Akademia will manage a dedicated contact and will ensure that personal contact details are not used elsewhere without specific agreement.

6. Rights of persons affected

a. Rights of access, rectification, deletion and objection

As provided in Article 14-17 of the EU-GDPR we inform about the rights of access, rectification, deletion and limitation of processing data. The right to request from the controller access to and rectification or erasure of personal data or restriction of processing concerning the data subject or to object to processing as well as the right to data portability.

b. Right of withdrawal

The right to withdraw consent at any time, without affecting the lawfulness of processing based on consent before the withdrawal.

c. Right of appeal

Lodge a complaint with a competent supervisory authority is always possible.

Attachments to the enquiry for quotations:

Attachment no. 1 – Tender Form

Attachment no. 2 – Declaration of meeting the criteria

Attachment no. 3 – Model Contract