



## STATEMENT OF WORK

### Manufacture and installation Filter's cooling system

#### 1. GENERAL REQUIREMENTS

##### 1.1. Background/Introduction

TechnoNICOL company is designing a new stone wool plant in Poland. The start-up is scheduled for the first quarter of 2021. As a part of this project, it's required to manufacture non-standard equipment according to the drawings provided by the Investor and assembly the manufactured equipment.

##### 1.2. Location of work

**Object:** Stone Wool Insulation Plant

**Site location:**

51°14'01.7"N 15°14'52.1"E

51.233806, 15.247806

<https://goo.gl/maps/VNv5X3xXAn8k9YDz9>

##### 1.3. Scope of work

The scope of work under this project would include:

- 1.3.1. Manufacture (according to the drawings provided by the Investor);
- 1.3.2. Supply, unloading of manufactured and delivered to the site equipment;
- 1.3.3. Assemble of manufactured and delivered to the site equipment;

The list of equipment is described in Chapter 3.

**Workshop documentation will be handed over after signing a confidentiality non-disclosure agreement.**

##### 1.4. Technical documentation

At the time of delivery of the equipment, the documentation for the supplied equipment should include:

- passport in the form for a particular product;
- installation instructions;
- operating instructions, including start and stop procedures;
- list of spare parts;
- drawings of wearing parts (at the request of the customer);
- the act of conducting a control assembly or a control check of dimensions, an assembly marking diagram, assembly drawings in triplicate;
- operational and repair documentation;
- technical and accompanying documentation for components (electric motors, gearboxes, pumps, etc.).

##### 1.5. Certification

According to applicable standards, regulations, directives of European Union and Poland. CE certificate must be provided.

##### 1.6. Terms of Delivery

Terms of Delivery DPU "Delivered Named Place Unloaded" Incoterms 2020.

##### 1.7. Packaging and labelling

The complete quotation price should include transportation costs, packing and all necessary items of equipment required for professional unloading of the system.

Packaging should be designed in accordance with international standards so that it can withstand long transportation journeys and multiple reloading and unloading. In addition deliveries must be protected against humidity, rain, dirt, corrosion and shocks.

### 1.8. Requirements for the quality of works

- 1.8.1. Participants' proposals for used equipment are not considered. The use of second-hand components is also not permissible.
- 1.8.2. Manufacturing of equipment shall be in accordance with the requirements and instructions of the working documentation. Replacement of components is possible only by agreement with the Customer.
- 1.8.3. All works must be performed in accordance with Terms of Reference and EU relevant technical standards and regulations.
- 1.8.4. Prior to the delivering the equipment to the Customer, the equipment must be stored in place ensures the safety of products during transportation and protects against damage and pollution.
- 1.8.5. For transportation purpose the particular parts of equipment have to be shipped in wooden box protected by a waterproof film or placed on a pallet and covered with cardboard.
- 1.8.6. The supplier have to deliver the goods on its own within the time agreed with the customer, unload the goods at the place indicated by the customer as well, and perform installation (assembly) of equipment in accordance with applicable regulatory documents.
- 1.8.7. The delivering of the equipment assembly units have to be done in accordance with the assembly drawing, assembly units drawing and assembly instructions (assembly units, and all conveyor parts, must be marked with a drawing number).
- 1.8.8. If the set of metal structures is delivered in the form of several packages, the technical documentation should be packed in package No. 1. A set sheet is drawn up for the set of metal structures by the manufacturer.
- 1.8.9. Before starting the assembling, it is necessary to identify places and premises, the entrance to which could create an injury to human life and health. Access by unauthorized persons to such places is prevented by warning signs and locking barriers.

### 1.9. Payment terms

Phased payment. 2 strict conditions:

1. Advance payment – not more than 30% of contract cost.
2. Final payment – not less than 10% of contract cost.

Event name	Percentage	Payment conditions
Advance payment	30%	Paid within 10 calendar days after signing the contract against providing the bank guarantee with proforma invoice.
Interim payment	60%	Paid within 10 calendar days after delivering, assembly according to the Milestones plan, signing acceptance protocol by Investor.
Final payment	10%	Paid within 10 calendar days after hot run, providing full related documentation and signing handover protocol by Investor.

### 1.10. Milestones

Signed contract – until **01.09.2020**

Readiness of equipment for shipment – **01.12.2020**

Supply of equipment to the site – **07.12.2020**

Start of assembling – **08.12.2020**

End of assembling – **15.02.2021**

Successful hot start with all technological equipment – **30.03.2021**

### 1.11. Guarantee

The guarantee period from supplier cannot be shorter than 24 months from handover protocol signing date, however, guarantee period cannot be shorter than guarantee period from manufacturer as well.

### 1.12. Acceptance

Customer and supplier should jointly nominate a group of persons to carry out acceptance of the equipment. Acceptance should be certified by means of a record signed by both sides.

## 2. TERMS OF THE REQUEST FOR PROPOSALS PROCEDURE

### 2.1. General terms

- 2.1.1. The application for participation in the procedure is submitted strictly in the form provided by Customer.
- 2.1.2. Each Offer have to contain the following information:
  - name of participant;
  - type, model of equipment/component parts;
  - product cost, payment currency, offer currency w/o VAT;
  - time of delivery;
  - terms of delivery;
  - terms of assembly;
  - payment terms;
  - offer validity;
  - guaranty conditions, estimated time life;
  - other significant conditions;
  - legal, financial, shipping details.
- 2.1.3. Each Offer should be bilingual (Polish, English)

### 2.2. List of documents submitted by participants

- 2.2.1. Filled in application for participation in the procedure.
- 2.2.2. Documents confirming the experience of similar work, number of employees, availability of production facilities.
- 2.2.3. Reference list for projects over the past 2 years.
- 2.2.4. Average annual Turnover for the last 3 years.
- 2.2.5. Signed Statement of accepting general conditions of the procedure and template of the contract.

### 2.3. Date, place of offers inquiry procedure

- 2.3.1. Dates of the 1<sup>st</sup> phase of the procedure:
  - 2.3.1.1. 1<sup>st</sup> phase start date: **10.08.2020**.
  - 2.3.1.2. 1<sup>st</sup> phase finish date: **20.08.2020**.
  - 2.3.1.3. Summary of 1<sup>st</sup> phase: **24.08.2020**.
- 2.3.2. The procedure is held on site: **[platformazakupowa.pl](http://platformazakupowa.pl)**
- 2.3.3. The customer can to conduct a procedure in several stages or to appoint a rebidding procedure.

### 2.4. Terms of cooperation with supplier/contractor

- 2.4.1. Advance payment not covered by irrevocable bank guarantee may not exceed 300 000 PLN (three hundred thousand złotych, 00/100).
- 2.4.2. Advance payment cannot be higher than 30% of contract amount.
- 2.4.3. The Customer has the right to include in the contract up to 10 key events with specified deadlines and require the supplier to fulfill these deadlines. For failure to meet deadlines for key events, the supplier will be required to pay fines. Key events can be of two types:
  - a. With cancellation of fines in case of fulfillment of the deadline of the contract (revocable);
  - b. No cancellation of fines (irrevocable).
- 2.4.4. The total amount of pay fines should not exceed that 10% of contract amount.

### 2.5. Contact addresses

Technicol-Insulation Sp. z o.o.  
Mechanical Department Specialist, **Bartosz Janik**  
Mob: +48 885 401 925  
e-mail: [b.janik@technicol.eu](mailto:b.janik@technicol.eu)

### 3. TECHNICAL REQUIREMENTS

#### 3.1. Equipment list

№	Drawing №	Equipment	Unit	Q-ty	Mass total, kg	Net cost manufacture
1	2	3	4	5	6	7
1	81332	<b>Cooling system of Collecting chamber exhaust system</b>	<b>set</b>	<b>1.00</b>	<b>9,478.40</b>	
	77830	<i>Batterys</i>	<i>pcs</i>	<i>1.00</i>	<i>2,226.20</i>	
	77849	<i>Upper section wetting</i>	<i>pcs</i>	<i>4.00</i>	<i>2,001.60</i>	
	79700	<i>Lower section wetting</i>	<i>pcs</i>	<i>4.00</i>	<i>768.40</i>	
	79701	<i>Channel wetting</i>	<i>pcs</i>	<i>1.00</i>	<i>134.90</i>	
	79710	<i>Pipeline 4"</i>	<i>pcs</i>	<i>1.00</i>	<i>1,344.90</i>	
	79725	<i>Pipeline 2 1/2"</i>	<i>pcs</i>	<i>1.00</i>	<i>664.50</i>	
	79739	<i>Pipeline 1 1/2"</i>	<i>pcs</i>	<i>1.00</i>	<i>431.00</i>	
	79759	<i>Duct CC-filter wetting</i>	<i>pcs</i>	<i>1.00</i>	<i>1,278.20</i>	
	79778	<i>Pneumatic cabinet</i>	<i>pcs</i>	<i>1.00</i>	<i>20.30</i>	
	79779	<i>Pneumatic cabinet</i>	<i>pcs</i>	<i>1.00</i>	<i>21.10</i>	
2	80915	<b>Emergency cooling system of Cooling zone</b>	<b>set</b>	<b>1.00</b>	<b>1,616.40</b>	
	81784	<i>Skid - Cooling zone</i>	<i>pcs</i>	<i>1.00</i>	<i>420.40</i>	
*		<i>Electrical cabinet AE 1077.500</i>	<i>pcs</i>	<i>1.00</i>	<i>38.40</i>	out of scope
*		<i>Ball valve KH-9301N-G2-ISO228-AT301USA10</i>	<i>pcs</i>	<i>4.00</i>	<i>10.70</i>	out of scope
	81787	<i>Emergency cooling - Zone 1</i>	<i>pcs</i>	<i>1.00</i>	<i>379.80</i>	
*		<i>B3/8HH-17W(Male 3/8 BSPT)</i>	<i>pcs</i>	<i>37.00</i>		out of scope
*		<i>B3/8HH-17W</i>	<i>pcs</i>	<i>3.00</i>		out of scope
	81790	<i>Emergency cooling - Zone 2</i>	<i>pcs</i>	<i>1.00</i>	<i>333.80</i>	
*		<i>B3/8HH-17W(Male 3/8 BSPT)</i>	<i>pcs</i>	<i>37.00</i>		out of scope
	81791	<i>Emergency cooling - Duct 1</i>	<i>pcs</i>	<i>1.00</i>	<i>482.40</i>	
*		<i>B3/8HH-17W</i>	<i>pcs</i>	<i>18.00</i>		out of scope
<b>Mass total manufacture, kg</b>					<b>11,014</b>	
<b>Mass total installation, kg</b>					<b>11,095</b>	

### 3.2. Additional requirements

- 3.2.1. Offer should include all components that are reflected in the specifications for the drawings.
- 3.2.2. Offer should include anchors for fastening equipment to the foundations/floor.
- 3.2.3. Equipment positioning and installation work must be performed in accordance with applicable standards, regulations, directives of European Union and Poland; with the requirements and instructions of the workshop documentation – **App №2**.

### 3.3. Colors for steel structures

Equipment should be painted in accordance with the approved standard shown in table below:

Machine static parts	RAL 7038 grey
Machine movable parts	RAL 3020 red
Platforms and running surfaces	RAL 7037 dark grey
Hahdrails, banisters	RAL 1023 yellow
Fences	RAL 9005 black
Post for fences	RAL 1023 yellow
Electrical cabinets	RAL 7035 grey

#### List of Appendices:

1. App №1 – Application form.
2. App №2 – Workshop drawings of equipment.
3. App №3 – Template of Contract.
4. App №4 – Bank guarantee.
5. App №5 – Statement of accepting general conditions of the procedure and template of the contract.