**APPLICATIONA AND INDICATIVE OFFER FOR MARKET RESEARCH**

“**Brake lining production for trams SKODA**”

Date:

1. **PARTICIPANT**

|  |  |
| --- | --- |
| **Company (full title)** |  |
| **Registration No** |  |

1. **REPRESENTATIVE**

|  |  |
| --- | --- |
| **Name, Surname** |  |
| **Position in company** |  |
| **Phone Number** |  |
| **E-mail** |  |

Regional representative in Latvia (if any):

|  |  |
| --- | --- |
| **Representative Company** |  |
| **Address** |  |
| **Phone Number** |  |
| **E-mail** |  |

1. **APPLICATION**

**3.1** Information on the subject-matter of the procurement. The procurement covers the purchase of brake linings for ŠKODA low-floor trams. The entire volume will be procured in stages over a 2-year period, with orders being placed for a fixed volume.

**3.2** ☐ We certify that the tenderer is not subject to COUNCIL REGULATION (EU) 2022/576 of 8 April 2022 amending Regulation (EU) No 833/2014 concerning restrictive measures in view of Russian activities destabilising the situation in Ukraine Article 5k.1. 5, paragraph 5, i.e. the Bidder (including the Bidder's subcontractor(s)) does not:

(a) a national of Russia or a natural or legal person, entity or body established in Russia;

(b) a legal person, entity or body more than 50% owned, directly or indirectly, by an entity referred to in point (a) of this paragraph; or

(c) a natural or legal person, entity or body acting on behalf of, or at the direction of, an entity referred to in point (a) or (b) of this paragraph,

including, where they account for more than 10% of the value of the contract, subcontractors, suppliers or entities on whose capabilities reliance is placed within the meaning of the Public Procurement Directives.

**3.3. We reviewed market research documentation and:**

Consider the possibility to participate in the open tender procedure when it will be launched;

We are not able to participate in the tender because of lack of required experience;

Other answer:

|  |
| --- |
| *If ticked “Other answer”, please explain your answer.* |

**3.4. We reviewed technical requirements and recognize, that:**

Technical requirements are clear, enforceable and their content is enough for preparation of tender offer;

Technical requirements should be improved:

|  |
| --- |
| *If you have indicated that the technical requirements need to be improved, please indicate here or attach as an annex to the application what exactly needs to be improved or what information is unclear or insufficient. Here you can also express your opinion on another important aspect that should be considered when preparing a tender documentation.*  *This information is important to us in order to avoid delays in the open tender procedure and to ensure free competition among suppliers.* |

1. **COMPANY EXPERIENCE AND CAPACITY**

4.1. ☐ - The tenderer has experience in supplying brake linings or other alternative spare parts for trams (at least 1000 brake linings or other alternative spare parts for trams supplied) during the previous 3 (three) years:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Customer** | **Name and applicability of spare parts supplied. Year of commitment and financial amount.** | | | **Customer, delivery address, person responsible, telephone** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

* 1. We don’t have the required experience, but we are able to certify that we are able to fulfill the contract because:

|  |
| --- |
| *Please describe company experience that is different than required but would allow to fulfill contract in high quality.* |

4.3. Economic and financial standing:

|  |  |  |
| --- | --- | --- |
| **Total turnover** | **Year** | |
|  | 2023. | |
|  | 2022. | |
|  | 2021. | |
| **Positive equity in 2023. (balance sheet data)** | | Yes  No |
| **Liquidity ratio ('Total current assets' divided by the balance sheet line 'Total current creditors') in 2023 is at least 1** | | Yes  No |

**5. GENERAL DESCRIPTION OF THE INFORMATION OFFER**

**5.1.** Contents of the tender: completed application form.

**5.2.** Estimated delivery time (e.g. 500 units): within \_\_\_\_\_\_\_\_\_\_ working days of ordering.

**5.3** The tenderer shall be entitled to supply the brake linings concerned:

☐ tenderer has a document issued by the manufacturer or, if the tenderer is not the manufacturer, by an authorised wholesaler, proving the tenderer's right to supply the brake linings in question (submitted with the tender);

*In the context of an open procurement procedure, if the tenderer submits a document issued by an authorised wholesaler, a copy of the manufacturer's document (e.g. cooperation agreement) issued to the wholesaler regarding its representation rights will also have to be submitted.*

☐ tenderer does not have this document.

**5.4.** Technical Proposal, accompanied by a certificate (declaration) of conformity to the quality of the Goods, approved by the manufacturer of the Goods.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Nr.p.k.** | **Product** | **Manufacturer of the product (full name of the trader)** | **Manufacturer's address (country, full address), contact details** | **Certificate of conformity (declaration)** |
| 1. | **Brake lining** |  |  | *Attached document (if it is noted that the customer has the document referred to in point 5.3)* |

**5.5. Financial offer:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Nr.p.k.** | **Product** | **Planned volume for 2 year\*** | **Price for 1 unit EUR excluding VAT (including delivery costs)\*\*** | **Total amount for the full planned volume EUR excluding VAT (including delivery costs)** |
| 1. | **Brake lining** | **4000 pcs (multiple orders over a 12-month period) as part of the competition** | *Approximate costs may be given* | *Approximate costs may be given* |

*The offer is to be used for the purchase of small quantities of brake linings under a contract within the framework of a market study.*

**5.6.** Scheduled duration of the open call for tenders: not less than 12 months.

*The Employer shall have the right to reject the tender of the Tenderer if the Tenderer, its member or member's member (if the Tenderer is an association of suppliers or a partnership) as a contracting party or member or member of a contracting party (if the contracting party is an association of suppliers or a partnership) has failed to perform a procurement contract or general agreement concluded with the Employer and the Purchase Contract or general agreement has therefore been unilaterally terminated by the Employer and three years have not expired by the date of submission of the tender or the Tender.*

**5.7.** Scheduled duration of the General Agreement (type of contract) in the procurement procedure: not less than 24 months.

**5.8** **The form of cooperation to be established with tenderers in the framework of the procurement: the conclusion of a general agreement (hereinafter referred to as “the Agreement”) with several suppliers of goods.**

*Principles for the operation of the General Agreement:*

*1) The Agreement shall be concluded with at least 2 tenderers who meet the qualification requirements set by the tenderers and have expressed an interest in the relevant product covered by the technical specification;*

*2) The Agreement will be awarded to a maximum of 5 tenderers who submit the lowest price for the product in the procurement procedure.*

*3) Upon conclusion of the Arrangement, the goods in the 1st (first) order shall be purchased from the lowest bidder in the procurement procedure. For the execution of the subsequent order, the Customer's representative shall organise price surveys in which the participants in the General Agreement shall provide actual prices for the manufacture and delivery of the goods.*

*(4) Conduct of the price invitation. The price invitation shall be made in writing by e-mail correspondence. The person in charge of the Agreement on the part of the Contracting Authority sends an invitation to the participants in the Agreement, who fill in a tender form within a given deadline, which is sent to the person in charge of the Agreement, who evaluates the tender accordingly and determines the supplier of the goods required as the successful tenderer, sending the information to the participant in the Agreement concerned (for the other tenderers, the reason for rejection). Price inquiries could be organised no more than once every 3 to 6 months.*

*50 If during the term of the Agreement, the potential Supplier is required to replace the goods (with an equivalent model from another manufacturer or a different product from the same manufacturer), the potential Supplier must provide documentation that the new brake lining meets the requirements of the technical specification. The Customer shall assess the documents submitted by the Supplier and accept or reject the replacement.*

**5.9 Conditions for performance of the Contract:**

5.9.1. Information concerning the tenderer's ability to maintain the price quoted in the tender

\_\_\_\_\_\_\_\_\_\_\_\_(months).

5.9.2. Proposals in the event of long-term cooperation (if a Framework Agreement is concluded):

|  |
| --- |
| *Here you can make proposals for contractual terms that are important for your company, e.g. changes to order quantities, delivery times.* |

**5.10. Preferred remuneration arrangements:**

☐ advance payment of \_\_\_\_\_\_\_\_\_ % is required;

☐ no advance payment is required.

**5.11. Additional information and/or other conditions:**

|  |
| --- |
| *Please submit here or enclose as annex additional conditions and/or information, if any, about your technical and financial offer and possibilities, contract clauses.* |

**09.04.2025.**