**Appendix 1 to the ToR**

**Contractor: Date:** ………………………………………

………………………………………

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**Requirements and technical parameters of the device for encapsulation of laser casings**

|  |  |  |  |
| --- | --- | --- | --- |
| **No.**  | **Name of parameter** | **Requirement** | **Column filled out by tender participant** |
| **1** | **2** | **3** | **4** |
| **1.** | Device Type | A system for encapsulation of housings of optoelectronic devices by electric welding with the "seam sealing" method | confirm |
| **2.** | Year of production | 2019/2020 | confirm |
| **3.** | Country of device manufacturer |  | specify |
| **4.** | Device manufacturer |  | specify |
| **5.** | Device  | Brand new, not used | confirm |
| **6.** | General requirements | The system is designed to seal the housings of optoelectronic devices in a controlled atmosphere of inert gas. Earlier desorption of water molecules from the surface of the enclosed elements is necessary | confirm  |
| **7.** | Process type | Sealing of housings in an inert gas environment (N2, Ar or Xe) with controlled temperature and clamping force | confirm  |
| **8.** | Overall design | System elements: seam sealer, glovebox, vacuum oven, pass thru interlock chamber must be integrated.The seam sealer is controlled by PC or microcontroller  | confirm  |
| **9.** | Seam sealer | 1. The seam sealer must ensure electrical seam sealing method of housings (packages)
 | confirm |
| 1. The seam sealer must be able to electrically seam seal housings of optoelectronic devices with rectangular and circular shape. The system must be able to seam seal housings with minimal dimension from at least 1,5cmx1,5cm to at least 12cmx12 cm
 | confirm |
| 1. The seam sealer must be fully automatic e.g. controlled by a microprocessor or computer
 | confirm |
| 1. The seam sealer must be powered by a single and/or 3 phase voltage (230V±10V for every phase)
 | confirm |
| 1. The seam sealer’s sealing force must be regulated in the range from not more than 1000 g to at least 2000 g
 | confirm |
| 1. The seam sealer must be equipped with servomotors or step motors with position accuracy of better than 30 µm (≤30µm)
 | confirm |
| 1. The seam sealer must control the mechanical force during sealing automatically
 | confirm |
| 1. The temperature of a housing during sealing must not reach higher than 100oC
 | confirm |
| 1. The working electrodes must be user exchangeable
 | confirm |
| 1. The seam sealer must have a display with process parameters interface
 | confirm |
| k) The software must allow a user to record parameters and/or other data necessary for seam sealer operation | confirm |
| **10.** | Glovebox | 1. The glovebox must large enough to fit the seam sealer, but external dimensions of the glovebox can’t exceed: length 200 cm, width 100 cm, height 200 cm
 | confirm |
| 1. The glovebox must be equipped with 2 open ports for dedicated gloves attachment
 | confirm |
| 1. The glovebox must be mounted on a base which is ergonomic for the user
 | confirm |
| 1. The glovebox body must be constructed out of stainless steel
 | confirm |
| 1. The glovebox must be equipped with a safe glass window to allow full inside visibility for an operator
 | confirm |
| 1. The glovebox must be equipped with a regulator for gas inlet and overpressure relief valve
 | confirm |
| 1. The glovebox must have dedicated space for humidity and oxygen sensor installation
 | confirm |
| 1. The glovebox must be equipped with gas inlet and outlet
 | confirm |
| **11.** | Vacuum oven | 1. The oven’s internal dimensions: min. 15 cm x 15 cm x 15 cm, max: 40 cm x 40 cm x 40 cm
 | confirm |
| 1. The oven must have doors on opposite sides
 | confirm |
| 1. Minimum bake-out temperature must be 110oC with accuracy of regulation at least +/- 10oC
 | confirm |
| 1. The oven must have an automatic or manual inert gas valve for bake-out
 | confirm |
| 1. The oven must be integrated with the glovebox
 | confirm |
| 1. The oven must have a vacuum pump allowing to achieve at least 100 mTr, synchronized with an inert gas flush-through during bake-out
 | confirm |
| 1. There should be a manometer in oven’s chamber
 | confirm |
| 1. The oven must have overheating prevention system shutting the power off if temperature set is surpassed by 10° C
 | confirm |
| **12.** | Pass-thru interlock chamber | 1. The pass-thru chamber must have tightly sealable doors on opposite sides
 | confirm |
| 1. The chamber must have inert gas inlet/outlet valves
 | confirm |
| 1. The pass-thru chamber must be fully integrated with the glovebox
 | confirm |
| **13.** | Inert gas line | 1. The inert gas line must have a manual cut-off valve
 | confirm |
| 1. The inert gas line must have a regulator or a flow valve
 | confirm |
| **14.** | Security | 1. The system must fulfill EU technological requirements (CE)
 | confirm |
| 1. The system must be delivered with all necessary security units to allow operation in safe conditions both for equipment and operator
 | confirm |
| **15.** | Performance characteristics | 1. The vacuum oven heating time to 150 oC cannot exceed 120 min.
 | confirm |
| **16.** | Documentation | The contractor provides the user and service documentation in paper and electronic version  | confirm |
| **17.** | Delivery, training | 1. Test of the system and acceptance of functionality must be carried out in the manufacturer’s or customer’s location according to the acceptance protocol based on chapter 19 of the current Table (Acceptance Test)
 | confirm |
| 1. User training must be performed at manufacturer’s location or remote online form. The training program must include:

-the system service -change of operation procedures -data processing and storage -the system basic maintenance The training must be performed within 3 month after delivery at customer’s location | confirm |
| **18.** | Warranty | 1. The system warranty must be valid for at least 12 month
 | specify |
| 1. The beyond-warranty service, technical support, availability of spare parts – at least 5 years from the moment of signing of acceptance protocol without objections
 | confirm |
| **19.** | Acceptance test | 1. Test of correct operation and functionality of every part of purchased system including parameters and processes
 | confirm |
| 1. Test of correct operation of heating cycle, seam seal operation of HHL housings and their unloading
 | confirm |
| 1. Security test:
* Temperature
* Pressure
 | confirm |

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 signature of the person/persons authorized

to represent the Contractor

**Appendix 2 to the ToR**

**Contractor: Date: ………………………**

………………………………………………………………………………………………………………

**Contractor's statement**
**submitted on a base of the Article 25a paragraph 1 of the Act of the Public Procurement Law of January 29, 2004 (hereinafter: PPL Act),**
**CONCERNING ABSENCE OF GROUNDS FOR EXCLUSION**

For the purpose of contract award procedure for delivery of device for encapsulation of laser casings , conducted by Łukasiewicz Research Network – Institute of Electron Technology, I certify the following:

**STATEMENTS REGARDING THE CONTRACTOR:**

1. I declare that I’m not subject of exclusion on base of the Article 24 paragraph 1 point 12 - 23 of the PPL Act.
2. I declare that I’m not subject of exclusion on base of the Article 24 paragraph 5 point 1 of the PPL Act.

…………….……. *(place),* date ………….……. r. ………………………………

*(signature)*

I declare that there are grounds for exclusion me from the procedure on base of article ............. of the PPL Act (*provide the applicable grounds for exclusion listed in Article. 24 paragraph. 1 point 13-14, 16-20*). At the same time I declare that in connection with the above mentioned circumstance, based on art. 24 paragraph 8 of the PPL, I made the following corrective measures: ............................................................... *(place),* date ………….……. r. …………………………………

 *(signature)*

**STATEMENTS REGARDING THE ENTITY WHOSE RESOURCES THE CONTRACTOR RELIED ON**

I declare that the following entity (s) on whose resources I refer in this proceedings, i.e. ……………………………………………………………………………………………………………………………(*provide full name / company address, and depending on the entity: Tax Identification Number (NIP) /Personal Identification Number (PESEL), National Court Register (KRS) / National Business Registry Number*) is not subject of exclusion from the contract award procedure.

…………….……. *(place),* date ………….……. r. ………………………………

 *(signature)*

**STATEMENT OF PROVIDED INFORMATION**:

I hereby declare that all information provided in the above statements are correct and true to the best of my knowledge and were submitted with fully consequences of misleading the Awarding entity when presenting information

…………….……. *(place),* date ………….……. r. ………………………………

 *(signature)*

**Appendix 3 to the ToR**

**Contractor: Date: ………………………**

………………………………………………………………………………………………………………

**Contractor's statement**
**submitted on a base of the Article 25a paragraph 1 of the Act of the Public Procurement Law of January 29, 2004 (hereinafter: PPL Act),**
**CONCERNING FULFILLMENT OF CONDITIONS FOR PARTICIPATION IN THE PROCEDURE**

For the purpose of contract award procedure for delivery of device for encapsulation of laser casings , conducted by Łukasiewicz Research Network – Institute of Electron Technology, I certify the following:

**INFORMATION REGARDING THE CONTRACTOR:**

I declare that I meet the conditions for participation in the procedure specified by the Contracting Entity in ................................................................................................................. (*provide the document and appropriate editorial unit of the document in which the conditions for participation in the procedure have been specified*).

…………….……. *(place),* date ………….……. r. …………………………………

 *(signature)*

**INFORMATION IN CONNECTION WITH RELIANCE ON RESOURCES OF OTHER ENTITIES**

I declare that in order to demonstrate compliance with the conditions for participation in the procedure, specified by the Contracting Entity in .................................................................................................... (*provide the document and appropriate editorial unit of the document in which the conditions for participation in the procedure have been specified*), I rely on the resources of the following entity (s): ………………………………………………………………………................................, in the following scope: ...................................................……………… (*provide the entity and specify the appropriate scope for the indicated entity*).

…………….……. *(place),* date ………….……. r. ………………………………

 *(signature)*

**STATEMENT OF PROVIDED INFORMATION**:

I hereby declare that all information provided in the above statements are correct and true to the best of my knowledge and were submitted with fully consequences of misleading the Awarding entity when presenting information

…………….……. *(place),* date ………….……. r. ………………………………

 *(signature)*

**Appendix 4 to the ToR**

**Contractor: Date: ………………………**

………………………………………

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**BID FORM**

For the Łukasiewicz Research Network – Institute of Electron Technology

|  |  |
| --- | --- |
| The subject-matter of the contract | **Delivery of device for encapsulation of laser casings** |
| 1. | Contractor's name and address | ………………………………………………………………………………….. |
| 2. | VAT Identification Number/ [National Business Registry Number](https://www.diki.pl/slownik-angielskiego?q=National+Business+Registry+Number) or relevant numbers from countries | …………………………………………………………………………………. |
| 3. | Telephonee-mail: | ................................................................................................................................... |
| 4. | Total net offer price VAT rateVAT valueTotal gross offer price | **to be provided**: ............................ PLN/EUR/USD/GBP\*say:........................................................**to be provided**: .....................%**to be provided**: .................................................PLN/EUR/USD/GBP\***to be provided**: ............................ *PLN*/EUR/USD/GBP\*say: ...................................................... |
| 5. | Contract completion date – maximum up to **22** **weeks** from the date of signing the Contract | **to be provided:** ....................................... |
| 6. | Warranty period: **at least 12 month** | **to be provided:** ....................................... |
| 7. | Declaration | I declare that the selection of my offer **will/will not**\* lead to a tax obligation for the Contracting Entity. I indicate the following product or service name (type), whose delivery or provision will result in tax obligation and their **value excluding tax** is the following: ........... **product name** …..……………………………… |
| 8 | Declaration | I declare that I am/I am not \* a **small/medium**\* enterprise within the meaning of the Entrepreneurs Act of 6 March 2018. |
| 9. | Declaration | I declare that I have read the content of the ToR (together with appendices constituting its integral part) and I accept it without reservation. |
| 10. | I declare that I have fulfilled the information obligations provided for in art. 13 or art. 14 of GDPR towards natural persons from whom I have obtained personal data directly or indirectly in order to apply for the award of a public contract in these procedure. | **to be confirmed:**……………………………………………..*If the contractor does not provide personal data other than directly related to the contractor or the application of the information obligation is excluded, pursuant to art. 13, para. 4 or art. 14, para. 5 of GDPR, the contractor does not submit the declaration (remove the content of the declaration, e.g. by deleting it).* |
| 11. | Persons authorized to represent the contractor | **to be provided:** ........................................... |
| 12. | Parts of the contract which the Contractor shall entrust to subcontractors | **specify the parts of the contract:**........................... **provide company names**: …………………………………………. |
| 13. | Documents attached to the offer | 1. 2. 3. |

\**delete as appropriate*

 ..................................................................

 signature of the person/persons authorized

to represent the Contractor

**Attachments to the form:**

- completed Appendix 1 to the ToR

- register printout (if any)

 **Appendix 5 to the ToR**

**Contractor: Date: ………………………**

…………………………………………

…………………………………………

**Statement of belonging or not belonging to the same capital group**

 **as referred to in art. 24, para. 1 (23) of PPL**

**acting on behalf of the CONTRACTOR:**

|  |  |  |
| --- | --- | --- |
| **Pos.** | **Contractor(s) Name(s)** | **Contractor(s) Address(es)** |
|  |  |  |
|  |  |  |

 *(for entities submitting an offer jointly, please provide names (companies) and exact addresses of all partners of a civil law partnership or consortium members)*

and being duly authorized to represent the Contractor, being obliged to demonstrate the lack of grounds for exclusion pursuant to art. 24, para. 1 (23) of the Act of 29 January 2004 – Public Procurement Law – I inform that:

* \*I do not belong to a capital group in the meaning of the Act of 16 February 2007 on competition and consumer protection (Official Journal No. 184,1618 and 1634) with any of the Contractors who submitted offers in this procedure (based on information on the Contracting Entity's website from the opening of the offers referred to in art. 86, para. 5 of the Act)
* \*I belong to a capital group in the meaning of the Act of16 February 2007 on competition and consumer protection (Official Journal No. 184,1618 and 1634) together with the entities listed below which have submitted an offer in this procedure:
1. Name :………………………………………., Seat: …………………………

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (date) ……………. ………………..................................

signature of the person(s) authorized

 to represent the Contractor

**\****delete or remove as appropriate*