

**REQUEST FOR QUOTATION:  
137,5kW FAST DC CHARGERS  
with higher power upgrade option**

October 2023

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## 2. Information about GreenWay

GreenWay Polska Sp. z o.o., Aleja Zwycięstwa 96/98, 81-451 Gdynia, Polska.

email: [office@greenwaypolska.pl](mailto:office@greenwaypolska.pl); phone. +48 58 325 10 17; NIP: 5833195289; REGON: 363635970; KRS: 0000602098.

GreenWay Polska Sp. z o.o. (further as GreenWay, GW) operates network of over 800 electric vehicle charging stations in Poland. GW acts both as Charge Point Operator (CPO) and Emobility Service Provider (EMP).

GreenWay is currently deploying (NFEPWM) National Fund for Environmental Protection and Water Management (pol. NFOŚiGW Narodowy Fundusz Ochrony Środowiska i Gospodarki Wodnej) co-financed project in Poland aiming to deploy additionally around 80 fast chargers, with min. 137,5kW power installed, in next 2 – 3 years in the region. This project will create a network of public fast charging points.

More information about GreenWay and its services can be found on [www.greenwaypolska.pl](http://www.greenwaypolska.pl).

## 3. General information about the tender

GreenWay intends to select one supplier of fast DC chargers, with min. 137,5kW power installed and min. 137,5kW power capacity on single DC connector, with whom GW wants to sign a contract for chargers' delivery in second half of 2023 and in 2024.

GW intends to purchase min. 40 of fast DC chargers under the contract. Assumed total number of ordered chargers: 80 pcs. Exact quantity depends on progress of installation process within a project of building public charging infrastructure.

This tender is not a commercial public tender as defined according to the Act of Public Procurement Law adopted on 11th September 2019.

GW does not allow the possibility of submitting partial tenders.

GW does not allow the possibility of submitting one offer by several entities that have concluded an agreement/consortium (hereinafter: consortium) for the purpose of performing the contract.

GW not provide for the possibility of introducing significant changes to the terms of the contract concluded as a result of the procurement procedure.

The supplier shall submit only one offer.

The request for quotation may be amended before the deadline for submission of tenders provided for in the request for quotation. In this case, the information about the change will be made public in the way in which the request for quotation was made public, together with a new deadline for submitting tenders, if this is necessary due to the scope of the changes introduced.

The supplier may ask GW to clarify the content of the request for quotation. GW shall provide explanations if the inquiry has been received for 3 working days at the latest (working days: days from Monday from 8:00 to Friday until 15:30, excluding public holidays), before the deadline for submitting offers. The content of the questions together with the explanations is published in the same way as the request for quotation was published.

Suppliers meeting below conditions are allowed to submit tender:

1. They will present a copy, excerpt or other document confirming entry in the relevant register entitling to conduct business activity (from the National Court Register or other register) valid

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as at the date of submission of the offer. If the tenderer is established outside the Republic of Poland, in order to confirm the ability to operate in business, the bidder conducting business activity will present a document confirming that he is entered in the relevant commercial register kept in the country in which he is established.

2. They shall submit a statement in accordance with the model of Annex 3 to the offer on the absence of personal or capital ties with GreenWay, whereby capital or personal ties are understood as mutual relations between GreenWay or persons authorized to incur obligations on behalf of GreenWay or persons performing on behalf of GreenWay activities related to the selection procedure of the contractor and the contractor, consisting in particular in:
  - a. participation in a partnership as a partner in a civil law partnership or partnership,
  - b. holding at least 10 % of the shares, unless the lower threshold is legal or has not been determined by the managing authority of the operational programme,
  - c. acting as a member of the supervisory or management body, proxy, proxy, married, in a relationship of kinship or affinity in a straight line, second-degree kinship or second-degree affinity in the collateral line or in a relationship of adoption, custody or guardianship.

Entities that are related to GreenWay personally or by capital, within the meaning indicated above, are excluded from participation in the proceedings.

## 4. Description of the subject of the tender

GW is looking for supplier of 40 to 80 pcs of fast DC chargers with min. 137,5kW power installed and min. 137,5kW power capacity on single DC connector. Offered technology should be ready for further power upgrade at least up to 200kW and capable to charge at least with 200kW power if one DC connector is used.

Name of CPV code: Chargers; code CPV 31158000-8.

Proposed fast DC chargers must meet the following mandatory minimal key technical requirements described in Annex No. 1 and these must be included in offered price.

The chargers must be complied with the ordinance on technical requirements for charging stations and charging points as part of the charging infrastructure of public road transport, issued by the Ministry of Energy on July 15, 2019.

GW expects that the offered fast DC chargers will also meet (among others) the following technical requirements:

- chargers should have modular design with the possibility to increase the total output at least up to 200kW in the future,
- power management system splitting power among used connector.

## 5. Additional requirements

Full list of additional requirements is presented in Annex 2. Potential suppliers should respond to these requirements in the manner specified in the Annex.

## 6. Price offers

The potential supplier is requested to present the price proposal (in Euro) as defined in Annex 4. The price should include all costs that are related to proposed specification of the fast DC chargers according to Annex 1 and include all liabilities resulting from information presented in Annex 2.

The offered prices should also include:

- delivery costs of fast DC chargers to GW's warehouses located in Gdynia (Poland),
- standard 3 years guarantee

## 7. Significant attributes of the framework contract

GW intends to include the following topics in agreement:

- all information and proposals provided by the potential supplier in the tender process and defined at the later stage during the negotiations phase,
- right to return the goods and receive back the purchase price in case the product is not repairable or the same defects occurs repeatedly
- penalization for failure to meet the requirements specified in the tender and late delivery of fast DC chargers.

GW intends to purchase 80 pcs of fast DC chargers under the contract, although GreenWay can order lower quantity but not less than 40 pcs. Exact quantity depends on progress of installation process within a project of building public charging infrastructure. The reduction of the quantity indicated in the contract will not give the right to rise any claims against GreenWay.

## 8. Submitting an offer

The potential supplier is requested to present the offer in pdf file by the 19<sup>th</sup> October 2023 which should be send via email on address: [blazej.siuchninski@greenwaypolska.pl](mailto:blazej.siuchninski@greenwaypolska.pl) with copy to [adam.rogacki@greenwaypolska.pl](mailto:adam.rogacki@greenwaypolska.pl)

The time limit for the submission of tenders shall begin to run on the day following the day on which the request for quotation is made public and shall end on the expiry of the last day.

Offer should include:

1. Technical specification of proposed products as defined in Annex 1.
2. Confirmation of other requirements as defined by GW in Annex 2.
3. Statement about the lack of capital or personal ties as in Annex 3.
4. Price proposal as defined in Annex 4.
5. A copy, extract or other document confirming entry in the relevant register entitling to conduct business activity (from the National Court Register or other register). If the tenderer is established outside the Republic of Poland, in order to confirm the ability to operate in business, the bidder conducting business activity will present a document confirming that he is entered in the relevant commercial register kept in the country in which he is established.

It is expected that all relevant information will be provided in the provided Excel files in a manner that doesn't change their structure and scope. If it is necessary supplementary documents can be added to this information.

Additionally, the potential supplier should present:

6. Full technical specification of the offered product as defined in the manufacturer's documentation.
7. Specification of all standards, certificates and CE declarations of conformity that the proposed products are complied with.

Tenders delivered after the aforementioned deadline will be rejected. The date and time of receipt of the offer to Greenway is decisive.

The offer may be in Polish or English, and the price should be expressed in EUR.

The tenderer shall bear all costs associated with the preparation and submission of the tender.

## 9. Selection of the offers

GW intends to select the supplier according to the following criteria:

### 1. Net price (without VAT)

- Weight: 50%
- $Score_{Price} = Price_{min} / Price_{offer} \times 100 \text{ point} \times \text{Weight}$ , where
  - $Price_{min}$  – minimal price offered in tender, taken from all accepted offers
  - $Price_{offer}$  – price offered by supplier

### 2. Technology

Offered fast DC charger is capable to be upgraded on-site

- Weight: 20%
- $Score_{Technology} = 20$  (if upgrade is possible up to 200kW or more)
- $Score_{Technology} = 10$  (if upgrade is possible max. to power between 175kW and 199kW)
- $Score_{Technology} = 0$  (if upgrade is not possible or upgrade possible below 175kW)

### 3. Power Factor

- Weight: 10%
- $Score_{Power\ Factor} = 10$  (if Power Factor  $\geq 0,93$ )
- $Score_{Power\ Factor} = 0$  (if Power Factor  $< 0,93$ )

### 4. Delivery time

Declaration of delivery time for first 20 chargers.

- Weight: 20%
- $Score_{Delivery\ time} = 20$  (if first 20 chargers will be delivered within 4 weeks from issuing purchase order)
- $Score_{Delivery\ time} = 10$  (if first 20 chargers will be delivered within 12 weeks from issuing purchase order)
- $Score_{Delivery\ time} = 0$  (if first 20 chargers will be delivered after 12 weeks from issuing purchase order)

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**Total score = Score<sub>Price</sub> + Score<sub>Technology</sub> + Score<sub>Power Factor</sub> + Score<sub>Delivery time</sub>**

Winning offer is the one with the highest Total score.

The reason of exclusion of offer is not meeting of mandatory parameters or non-compliance of its content with the content of this request for quotation.

## 10. Time plan for the tender

GW intends to select suppliers of fast DC chargers until 31.10.2023. This will be preceded by a process of offers evaluation and negotiations with potential suppliers.

The expected timeline is as follows:

05.10.2023	Announcement of the tender
From 06.10.2023	Questions to tender
09.10.2023 - 16.10.2023	Answers and consultations
19.10.2023	Deadline for offers submitting
20.10.2023 - 24.10.2023	Offers opening and offers evaluation, communication/clarification with bidders
25.10.2023	Announcement of tender result
<b>27.10.2023</b>	<b>Signing of the contract</b>

GreenWay reserves the right to cancel the tender or ask for additional information/requirements (including technical) or change the required structure and scope of the request for the proposal.

The contract concluded with the selected supplier will be concluded for the following periods:

1. Until 31.12.2024 in the scope of deliveries.
2. 8 years from the delivery of the last charger ordered under contract, in terms of maintaining charger firmware free of errors and updates.
3. 10 years from the delivery of the last charger ordered under the contract, in the scope of maintenance of spare parts for the delivered chargers.

## 11. Communication

All communication (questions and answers) will be in writing via contact e-mail: [blazej.siuchninski@greenwaypolska.pl](mailto:blazej.siuchninski@greenwaypolska.pl) with copy to [adam.rogacki@greenwaypolska.pl](mailto:adam.rogacki@greenwaypolska.pl)

## 12. Annexes

Annex 1. Technical specification of proposed fast DC chargers

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- Annex 2. Additional requirements to be fulfilled by the supplier
- Annex 3. Statement on the absence of capital and personal ties
- Annex 4. Price offer template