**Appendix No. 2**

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| TENDER INFORMATION | |
| 1. **General information** | |
| * 1. Tender Organizer | PJSC LUKOIL |
| * 1. Company (Customer) | LUKOIL Bulgariа Ltd |
| * 1. Project/ asset name | Services for railway transportation of oil products |
| * 1. Tender number | 73.TK.TND.Bulgaria.2024 |
| * 1. Tender subject | Services for railway transportation of oil products on the territory of the Republic of Bulgaria for the period from 01.07.2024 to 31.12.2026 for LUKOIL Bulgariа Ltd. |
| * 1. Type of tender | Double-stage dual-submission with reverse auction |
| * 1. Governing Law | Bulgarian law |
| * 1. Contract Area | Bulgaria |
| **IMPORTANT! Bidder who are subcontractors of another bidder or intended to establish such relationships in the course of performing the service shall not be admitted to bid.**  **The above conditions shall be established at the stage of evaluation of tenders and in the course of the execution of the works.** | |
| **2.Minimum qualification requirements** | |
| 2.1.1. Previous experience | The bidder shall have proven experience of railway cargo carriage services on the territory of the Republic of Bulgaria in 2021, 2022, 2023 with obligatory provision of locomotives (whether their own or through a licensed carrier). |
| 2.1.2.Average annual turnover for the last 3 years (2021-2023) | Not less than 7 750 000 EUR. |
| 2.1.3.Required permits, licenses and certificates valid minimum till the end of 2024 | 1. Bidder’s or its subcontractor’s License for the performance of rail transport services within the Union and the European Economic Area according to Directive 2012/34/EU and the relevant national legislation.  2. Certificate of Safety Part A and Part B аs required by Directive 2004/49/EC– of Bidder or of its subcontractor‘s issued as per the order and provisions of the European Directives and/or the applicable national legislation in order to be granted access to the railway infrastructure.  3. A declaration that Bidder or its subcontractor has a contract for access and use of the railway infrastructure on the territory of the Republic of Bulgaria. |
| 2.1.4.Required railroad cars for carriage | Bidder or its subcontractor shall have a minimum of 200 own and/or hired tank rail cars for transportation of light fuels, revision free 2 /two/ years to the date of proposal submission. Tank rail cars must meet the following requirements:  - open the top hatch to the minimum 135°;  - the inner ladder of the tank rail car must be vertical;  - the tank rail car must be with top loading and bottom unloading with a European standard of cranes.  **Note:** There should be no duplication of the tank rail car with which the Bidder participates in each lot |
| 2.1.5. Acceptance of the draft contract proposed. | Unconditional acceptance of terms and conditions of draft contract. |
| 2.1.6. Bid Bond. | Availability & compliance of Bid Bond (10,000.00 EUR) |
| 2.1.7. Compliance with requirements for HSE. | Compliance with requirements for HSE according to the Form 1, Forms For Preparing The Bid, p. 10. BIDDER qualification form for compliance with HSE requirements. |
| **3.Estimated Timing of Tender** | |
| 3.1. Deadline for receipt of Applications for participation | **22 May 2024** |
| 3.2. Deadline for sending Tender Documentation |  |
| 3.3. Deadline for Request for Clarifications (Form 11) by Bidder |  |
| 3.4. Deadline for receipt of Bids | **11 June 2024** |
| 3.5. Clarification meeting | Probably 10-20 days after the applicants have access to the tender documentation. |
| 1. **Address and contact information** | |
| 4.1.E-mail addresses for electronic communications | To:Alexandar.Ivanov@lukoil.bg; Cc:[rkoleva@lukoil.bg](mailto:rkoleva@lukoil.bg);  [ekaterina.kaverina@itfs-tc.ae](mailto:ekaterina.kaverina@itfs-tc.ae) [oleg.kosolapov@eu.lukoil.com](mailto:oleg.kosolapov@eu.lukoil.com)  (applications and bid documents should be uploaded to the [the Tender Procedure Automated System](https://tender.lukoil.com/sap/bc/webdynpro/sap/ztenders_eng) via the following link: <http://www.lukoil.com/Company/Tendersandauctions/Tenders> )  The applications should be addressed for attention of Mr. Sergey Zats Vice president of Procurement & Property Management Department and should be signed and stamped by authorized person.  In case you need technical assistance, please refer to the following contacts: |
| 4.2.Mailing address for written communications | Lukoil Bulgaria Ltd. ,  1000 Sofia, bul Bulgaria 69  for the attention of Mr. Alexandr Simbirev |
| 4.3.Mailing address for original bid bond | Lukoil Bulgaria Ltd. ,  1000 Sofia, bul Bulgaria 69  for the attention of Mr. Alexandr Simbirev |
| 1. **Bid preparation** | |
| 5.1.Tender correspondence and Bid language | **English**, Bidders registered in Bulgaria can provide the documents in Both language Bulgarian and English. |
| 5.2.Bid currency | EUR |
| 5.3.Bid validity | Proposal validity period is at least 180 (one hundred and eighty) calendar days as of the final proposal receipt period. |
| 5.4.Bid security (bid bond) timeframe | Bid Bond shall be valid during thirty (30) calendar days inclusive after the Bid validity expiry date. |
| 5.5.The amount and currency of the Bid security | **EUR 10 000.00**  With transfer to:  **Service Bank:** Unicredit Bulbank  **SWIFT/ BIC:** UNCRBGSF  **IBAN:** BG15UNCR70001525309571  The Bid Bond bank guarantee is acceptable too. |
| 5.6.Specifics of the taxation in the country of implementation of the project and incorporation of the Customer. | According to Bulgarian legislation. |
| 5.7.The amount and currency of the Contract performance Bond | Performance bank guarantee in the amount of 5 % of the Contract value in EUR. |
| 5.8.Participation in the bidding | Each bidder can participate for any number of Lots. |
| 1. **Submission, opening and evaluation of bids** | |
| 6.1.Date and place of opening of the Bids | Bid documents should be submitted in electronic form through the Tender Procedure Automated System located in the following link: <http://www.lukoil.com/Company/Tendersandauctions/Tenders>  Original Bid Security; Form 4 (copy uploaded through the Tender Procedure Automated System by due date and original couriered to the office to the following address: PJSC LUKOIL, Ulanskiy pereulok 4, 101000 Moscow, Russian Federation, for the attention of Mr. Sergey Zats Vice president of Procurement & Property Department |
| 6.2.The possibility of bidders' representatives to attend the bid opening | No |
| 6.3.The bidder can not participate in video-calls as well as on-line participation in tenders | |
| 6.4.PJSC LUKOIL shall not bear any costs connected with participation of bidders in tenders. | |
| **7. Proposal structure:** | |
| **Technical Part (with NO Price Indication):** | |
| 7.1.List of the documents in Technical part: **Form 9.** | |
| 7.2.Bidder’s Qualification Data; **Form 1** | |
| 7.3.Bid cover letter: **Form 2** | |
| 7.4.Technical proposal: **Form 3** | |
| 7.5.Service Rendering Schedule: **Form 5** | |
| 7.6.Bid Bond or mortgage security: **Form 4** | |
| 7.7.Parent Company's Guarantee: **Form 8 -** (if applicable); | |
| 7.8.Business Partner Questionnaire: **Form 10** **– not applied** | |
| 7.9.Documents confirming the relations between the Bidder and its subcontractor/s engaged for the performance of services, which are the subject of the Tender, including copies of licenses, certificates and other permitting documents of the subcontractors - **Form 1**. | |
| 7.10. Copies of certificates, permits and licenses necessary for performance of services, which are the subject of the Tender  7.10.1. A copy of a valid License of Bidder or of its subcontractor/s for performance of railway transportation within the EU and the European Economic Area as per p.2 of Form 1 and/or p.7. Form 1 in case there is a subcontractor involved.  7.10.2. A copy of a valid Certificate of Safety Part A and Part B – of Bidder or of its subcontractor/s issued as per the order and provisions of the European Directives and/or the applicable national legislation for access and use of the railway infrastructure - as per p.2 of Form 1 and/or p.7 Form 1 in case there is a subcontractor involved.  7.10.3 A declaration by Bidder or by its subcontractor/s has a contract for access and use of the railway infrastructure on the territory of:  - Republic of Bulgaria for - as per p.2 of Form 1 and/or p.7 Form 1 in case there is a subcontractor involved.  7.10.4. A certificate / a certified reference / register from the relevant national railway administration with the plate numbers of the registered vehicles tank rail cars and locomotives with which Bidder intends to perform the activity. A declaration for the presence of a contract for hire of the traction and/or rolling stock mentioned in cases of hired cars or locomotives - p.1 of Form 3  7.10.5. A declaration by Bidder for the particular Lot under which it takes part that it or its subcontractor/s has the required number of traction and rolling stock and has the necessary qualified staff to perform the service – p. 2 of Form 3  7.10.6. A declaration that Bidder will perform the maneuvering and other additional services at the receiving railway stations to the destination place agreed for acceptance of the goods, independently or through its subcontractor - p.3 of Form 3.  7.10.7. Declaration by the Bidder that the tank rail cars with which it intends to perform the activity meet the requirements - p.4 of Form 3.  7.10.8. Declaration by the Bidder that it has a railway infrastructure for technical inspection of the traction and rolling stock- p.5 of Form 3  7.10.9. Certificate for pursuing economic activities under Article 2, paragraph 1, item 4 - transport of oil and petroleum products of the Act on Administrative Regulation of Economic Activities Associated with Oil and Petroleum Products **OR** Registеred application according to Article 13 of Ordinance RD-04-02 from 16.07.2019 **OR** Declaration by the Bidder that, pending the entry into force of the contract, he will receive a registration under the Act on Administrative Regulation of Economic Activities Associated with Oil and Petroleum Products - p.6 of Form 3. | |
| 7.11.An original Power of Attorney issued to the person which has signed Title Page (**Form 6**) permitting such person (in cases when it is not company’s manager) to undertake obligations on behalf of Bidder. | |
| 7.12.A copy of Bidder’s registration certificate as a legal body and/or a copy of the Consortium Agreement if Bidder is one: **Form 1.** | |
| 7.13.A copy of the financial statements for the last 3 (three) years certified by Bidder, balance sheet, revenue and cost statement, cash flow statement, audit statement and breakdown of receivables and amount due: **Form 1.** | |
| 7.14.A certificate by Registry Agency or an analogous document that Bidder has not been declared bankrupt and no bankruptcy proceedings have been opened against it: **Form 1.** | |
| 7.15.A certificate by Registry Agency or an analogous document that Bidder has not been declared to be in liquidation and that no liquidation proceedings have been opened against it: **Form 1.** | |
| 7.16.An electronic version of all documents in Envelope A in PDF format (uploaded on an electronic media memory stick and/or CD) **– *not required for this tender****.* | |
| 7.17.Certificate issued by the servicing bank on the availability, details and state of the Bidder’s bank accounts | |
| **Notes:**  If Bidder is a part of a consortium, the above documents under p. 9, 10, 11, 13, 14, 15 shall be provided for each partner separately. The documents under the rest of the points 1, 2, 3, 4, 5, 6, 8 and 12 shall be provided by the head office on behalf of all the members of the consortium. | |
| **Bid Bond:** | |
| 7.18.Bid Bond – original: **Form 4.** | |
| **Commercial part:** | |
| 7.19.List of the documents in Commercial part: **Form 9.** | |
| 7.20.Title Page of the Bid: **Form 6.** | |
| 7.21.Commercial (priced) proposal: **Form 7.** | |
| 7.22.An electronic version of all documents in Commercial part in PDF, MS Word, Excel formats (uploaded on an electronic media memory stick and/or CD) ***– not required for this tender.*** | |

**Note:**

Bid forms and full tender documentation will be provided by Organizer after official application (appendix 1 of the Instructions to Bidders) is submitted by the Bidder through the [Tender Procedure Automated System](https://tender.lukoil.com/sap/bc/webdynpro/sap/ztenders_eng) (do not use email for the official application, refer to link below <https://tender.lukoil.com/sap/bc/webdynpro/sap/ztenders_eng>