**Appendix No. 2**

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| TENDER INFORMATION | | |
| **1.General information** | | |
| * 1. Tender Organizer | LUKOIL Neftohim Burgas AD | |
| * 1. Company (Customer) | LUKOIL Neftohim Burgas AD | |
| * 1. Project/ asset name | Supply of 1 380 tons ± 10% of Sodium hydroxide – liquid based on 100% of main substance. | |
| * 1. Number of the tender | 72.TK.TND.LNB.2024 | |
| * 1. Subject of the tender | Performance of regular deliveries of batches, 22,00 tons ± 10% each Sodium hydroxide – liquid.  The delivery schedule of the total quantity 1 380 tons ± 10% of Sodium hydroxide – liquid: The term for execution of the subject of the order is 12 months from the date of signing of the contract from both parties.  Start of deliveries not earlier than September 2024.  Terms of delivery: according to INCOTERMS 2020, DDP/ DAP LUKOIL Neftohim Burgas AD. | |
| * 1. Type of tender | Single-stage dual-submission with reverse auction | |
| * 1. Governing Law | Bulgarian law | |
| * 1. Contract Area | Bulgaria | |
| **2. Minimum qualification requirements** | | |
| 2.1. Technical compliance of the proposal (Form 3). | | Bidder shall present Technical Proposal in accordance with the requirements set out in Client’s tender documentation (Form 3), including as follows: |
| **2.1.1.** Parameters and values, according to the requirements for the product - Sodium hydroxide - liquid:  Concentration (% m/m) – **48,0 ÷ 50**;  Carbonates such as Na2CO3 (% m/m) – **max** **0,25**;  Chlorides such as NaCI (% m/m) – **max** **0,05**;  Iron such as Fe2O3 (% m/m) – **max 0,015**;  Density at 15°C (kg/m3) – **registered**;  Appearance – **Clear transparent liquid, without mechanical impurities**. |
|  | | **2.1.2.** Bidder shall present:  - Quality specification of Sodium hydroxide – liquid guaranteed by the manufacturer;  - Safety Data Sheet (extended) for Sodium hydroxide - liquid, prepared in accordance with the requirements of REACH Regulation and its amendments. |
| **2.1.3.** In Attachment № 2 to Form 3, Bidder shall declare that:  - The product will be delivered in batches, in tank trucks provided by the supplier, specially designed for transport of liquid chemical products and product temperature which allows for its rapid unloading, without the need for additional heating by LUKOIL Neftohim Burgas AD;  - The tank trucks will be of a maximum length of 13 meters in total with the tractor unit and a height of not more than 4 meters;  - The delivery of the product will be accompanied by Quality Certificate (Certificate of Analysis) for each batch delivered. |
| 2.2. Authorization documents (valid certificates) (Form 1, р. 4). | The Bidder shall present a valid certificate in terms of quality management system (ISO 9001) of the **Manufacturer**. | |
| 2.3. Guarantee for participation in a tender (Bid Bond) or transfer to the Organizer’s bank account (Form 4) | Bidder shall provide the required Bid Bond in the amount of **5 000.00 EUR** or make a money transfer of the specified amount, transferred to the tender organizer's bank account, for which Bidder shall submit a payment order (Form 4).  Client’s Bank Details are shown in p.4.3. Tender Information. | |
| 2.4. Average annual turnover for the last 3 years (Form 1, р. 2). | Bidder shall have a realized average annual turnover in the amount of not less than 420 000 EUR for the last 3 (three) years (2021, 2022 and 2023).  Bidder's financial status shall be confirmed by the auditor's report for 2021, 2022, and 2023 | |
| 2.5. Bidder’s previous experience (Form 1, p. 3). | The Bidder has implemented minimum 2 (two) similar contracts in the oil and gas industry during the last 3 (three) years (2021, 2022 and 2023) and/or is currently implementing one at the time of the tender procedure for the amount of no less than 300 000 EUR each. | |
| 2.6. Draft contract (Form 1, p. 5). | The Bidder confirms that is familiar with the draft contract prepared by LUKOIL Neftohim Burgas AD and accepts its form, structure and contents which will be used for the preparation of the contract with the preferred bidder. | |
| 2.7. Confirmation of cooperation with the product manufacturer (Form 1, p. 6). | Confirmation (letter of intent, contract or equivalent) of cooperation with the product manufacturer/official dealer in connection with the subject of this tender. | |
| 2.8. Business partner questionnaire (Form 10) | Compliance of the Biddet with the reliability requirements. | |
| 2.9. Conflict of interest due to dual participation in the subject of the tender during the tender (as a Bidder and as a subcontractor of another Bidder) (Form 10). | Yes - Bidder has dual participation.  No - Bidder shall not have dual participation. | |
| **3. Estimated Timing of Tender** | | |
| 3.1. Tender Registration Deadline in order to have access to the tender documentation. | 10.06.2024 | |
| 3.2. Bidders sending the requests for clarifications of the Tender documentation requirements (Form 11). | 24.06.2024 | |
| 3.3. Bid Submission Deadline. | 01.07.2024 | |
| 3.4. Providing a password to open the proposal. | 02.07.2024 | |
| 1. **Address and contact information** | | |
| 4.1.E-mail addresses for electronic communications. | In case you need technical assistance, please refer to the following contacts:  [Andonov.Antoni.G@neftochim.bg](mailto:Andonov.Antoni.G@neftochim.bg) | |
| 4.2.Mailing address for written communications. | „LUKOIL Neftohim Burgas” AD  8104 Burgas, Bulgaria to the attention of Mr. Evgeni Maniakhine - Chairman of the Management Board | |
| 4.3.Mailing address for original bid bond. | „LUKOIL Neftohim Burgas” AD  8104 Burgas, Bulgaria to the attention of Mr. Evgeni Maniakhine - Chairman of the Management Board  For payment in EUR, Client’s Bank Details are:  UNICREDIT BULBANK AD,  1000 Sofia, Sveta Nedelya Sq, 7  SWIFT/ BIC: UNCRBGSF  IBAN: BG98 UNCR 7000 1520 7506 29  or The Bid Bond bank guarantee is acceptable too (according to Form 4) | |
| 1. **Bid preparation** | | |
| 5.1. Tender correspondence and Bid language. | English language | |
| 5.2. Bid currency. | EUR | |
| 5.3. Bid validity. | Proposal validity period is at least 120 (one hundred and twenty) 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. Specifics of the taxation in the country of implementation of the project and incorporation of the Customer. | According to Bulgarian legislation. | |
| 1. **Submission, opening and evaluation of bids** | | |
| 6.1.Date and place of opening of the Bids | Bids shall be submitted/received through the External File Services portal provided by the Tender Organizer.  Original Bid Security; Form 4 by due date and original couriered to the office to the following address:  „LUKOIL Neftohim Burgas” AD, 8104 Burgas, Bulgaria  to the attention of Mr. Evgeni Maniakhine - Chairman of the Management Board | |
| 6.2.The possibility of bidders' representatives to attend the bid opening | No | |
| 6.3.The bidder can participate in video-calls as well as on-line participation in tenders. | | |
| 6.4. LUKOIL Neftohim Burgas AD shall not bear any costs connected with participation of bidders in tenders. | | |
| **7. Proposal structure:** | | |
| **Technical Part (with NO Price Indication):** | | |
| 1. List of the documents in Technical part: **Form 9.** | | |
| 1. Bidder’s Qualification Data; **Form 1** | | |
| 1. Bid cover letter: **Form 2** | | |
| 1. Technical proposal: **Form 3** | | |
| 1. Bid Bond or mortgage security: **Form 4** | | |
| 1. Schedule of deliveries: **Form 5** | | |
| 1. Parent Company's Guarantee: **Form 8 -** (if applicable). | | |
| 1. Business Partner Questionnaire: **Form 10** | | |
| 1. 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**. | | |
| 1. Copies of certificates, permits and licenses necessary for performance of services, which are the subject of the Tender: **Form 1.** | | |
| 1. 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. | | |
| 1. 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.** | | |
| 1. 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.** | | |
| 1. 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.** | | |
| 1. 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.** | | |
| 1. 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:** | | |
| 1. Bid Bond – original: **Form 4.** | | |
| **Commercial part:** | | |
| 1. List of the documents in Commercial part: **Form 9.** | | |
| 1. Title Page of the Bid: **Form 6.** | | |
| 1. Commercial (priced) proposal: **Form 7.** | | |