

## **INQUIRY No. 4**

**byteLAKE s.c.**

Plac Solny 14/3,

50-062 Wrocław

e-mail: [mkolanko@bytelake.com](mailto:mkolanko@bytelake.com)

NIP: 8971829142

REGON: 365510178

We invite you to submit offers for:

**A video promoting the Smart Restaurant.**

### **I. CONTRACTING AUTHORITY:**

byteLAKE s.c.

Plac Solny 14/3,

50-062 Wrocław

### **II. DESCRIPTION OF THE SUBJECT OF THE CONTRACT:**

The subject of the contract is to create a film promoting the Smart Restaurant:

- 2D technology.
- Duration 60 – 120 second
- English
- Visual, sound and music design.

### **III. DATE AND METHOD OF SUBMISSION OF OFFERS:**

Offers completed on the offer form constituting Attachment No. 4 should be submitted by 16.02.2023 via:

- e-mail to the following address: [mkolanko@bytelake.com](mailto:mkolanko@bytelake.com) or,
- at the company's headquarters at: Plac Solny 14/3, 50-062 Wrocław

### **VI. CRITERIA FOR THE EVALUATION OF TENDERS:**

When selecting the most advantageous offer, the Contracting Authority will be guided by the following criteria and their significance and will evaluate the offer in the following way in the individual criteria specified in the table below. The contracting authority will select the most advantageous offer based on the scoring system of criteria according to the following allocation of points (maximum to obtain – 100 points)

Lp.	Name	How to evaluate / award points	Maximum number of points for a given criterion
1	Price (C)	<p>The bidder who offered the lowest net price receives 100 points.</p> <p>For other bidders, the price score will be calculated according to the formula:</p> $C = \frac{\text{lowest net price offered}}{\text{Net price in the audited offer}} \times 100 \text{ points}$	100
		TOGETHER	100

## VII. EXCLUSION

### 1. The contracting authority rejects the tender if:

- a. its content does not correspond to the content of this request for quotation or is incomplete, i.e. when it is inconsistent with the description of the subject of the contract specified in this request for quotation;
- b. its submission constitutes an act of unfair competition within the meaning of the provisions on unfair competition,
- c. contains an abnormally low price in relation to the subject of the order. If an offer is received 30% lower than the average value of the remaining submitted bids, the Ordering Party reserves the right to request explanations.
- d. The tenderer did not provide explanations regarding the content of the submitted bid at the contracting authority's requests,
- e. The offer does not meet the conditions for participation in the procedure indicated in this request for proposal.

2. Entities that are related to the Ordering Party in person or capital are excluded from participation in the proceedings. Capital or personal ties shall be understood as mutual relations between the contracting authority or persons authorised to incur obligations on behalf of the contracting authority or persons performing activities on behalf of the contracting authority related to the preparation and conduct of the procedure for selecting the contractor and the contractor, consisting in particular in:

- a. participating in the company as a partner in a civil law partnership or partnership,
- b. holding at least 10% of the shares or stocks,

c. performing the function of a member of the supervisory or management body, proxy, proxy,

d. being married, by kinship or affinity in a direct line, by second-degree kinship or by second-degree affinity in the collateral line, or by adoption, guardianship or guardianship.

**X. ATTACHMENTS TO THE REQUEST FOR QUOTATION:**

1. Attachment to the request for quotation no. 4 - Offer form