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AUTOCOMP SERWIS Sp. z o.o.  
71-627 SZCZECIN, ul. 1 Maja 36  
tel. 91 462 40 84, fax 91 462 41 30  
REGON 1426770 NIP 525-233-90-91  
(pieczęć Zamawiającego)

Szczecin, 06th Feb 2018

AUTOCOMP SERWIS Sp. z o.o.  
Krzysztof Hładyszewski  
(podpis)  
Prezes Zarządu

# Inquiry for an offer 1/02/18/ZO

## I. Purchaser

Autocomp Serwis Sp. z o.o.

ul. 1 Maja 36

71-627 Szczecin, POLAND

Person authorized for contact within inquiry:

Mr. Daniel Masalski

e-mail: [dmasalski@autocomp.com.pl](mailto:dmasalski@autocomp.com.pl);

tel. +48 506 275 036

The industry branch in which Purchaser operates: Activity of other services in the field of information technology and computers – 62.09.Z

## Object of the contract and legal basis

The subject of the order is:

- delivery of the MoCap IMU (Motion Capture) suit, serving the needs of the implemented project, co-funded within EU Funds, by EF SG program 1.1.1 "Industrial research and development works carried out by enterprises", from the resources of the Smart Growth European Funds.

The contract is awarded in accordance with the principle of competitiveness referred to in the Guidelines on eligibility of expenditure under the European Regional Development Fund, the European Social Fund and the Cohesion Fund for 2014-2020.



### Specification for MoCap IMU suit

No	Name	Subassembly / component / layout [description]	Parameters/function	
			Name	Dimension
1.	MoCap IMU suite - 1 set		Full magnetic immunity in any environment	
			The ability to conduct measurements while running, jumping, stairclimbing	
			Number of motion trackers	min. 17 pcs. on human's body + min. 1 pcs. on backpack or part located in hands
			Battery life	min. 6 hours
			Latency	max. 30 ms
			Wireless range	min. 20 m
			Output rate	min. 60 Hz
		Motion sensor (IMU)	Accuracy of angle measurement	do 0,2 deg.
			Range of acceleration measurement	min. +/- 160 m/s <sup>2</sup>
			Range of angular speed measurement	min.+/- 2000 deg/s
			Internal update rate	min. 1000 Hz
		Software	Provides integration of measurement data from IMU sensors	
			Provides a real-time calculation of the biomechanical 3D model of the human containing	min. 23 parts of body min. 22 joints min. 60 measurements per sec.
			The format for exporting integrated data	OpenXML, C3D, FBX, BFH
			Dynamic calibration of the neutral position (N-pose)	
			It provides support for data integration of the biomechanical model of a human being in the Unity environment	

**Additional requirements:**

<b>Certificates</b>	CE certificate is a must
<b>Warranty</b>	min. 24 months from the day of delivery
<b>Warranty service</b>	diagnostics and repair of equipment, time of removal of reported defects up to 3 days, in the event of major failures the supplier guarantees replacement equipment, hard drives remain the property of the ordering party in the event of replacement within the warranty
<b>Instructions</b>	

Project implemented as part of the EF SG program 1.1.1. *Industrial research and development works carried out by enterprises - "Szybka Ścieżka"*



<b>Place of delivery</b>	Autocomp Serwis Sp. z o.o., ul. 1-Maja 36, 71-627 Szczecin, POLAND
<b>Contact person</b>	Daniel Masalski, mobile +48 506275036, e-mail: dmasalski@autocomp.com.pl
<b>Time for delivery</b>	within 2 weeks from agreement signature

All additional details related to the technical specification of the equipment will be provided by the Contracting Authority to the selected Contractor, after the inquiry procedure has been resolved and the contract has been signed.

## II. CPV Codes

48000000-8 Software packs  
30211000-1 High performance computers  
31731100-0 Modules

## III. Conditions for participation in the procedure and a description of how to assess their fulfillment

The Contractor participating in the proceedings is obliged to submit the following documents:

1. Declaration on the lack of grounds for exclusion in accordance with the provisions of Chapter VIII of this inquiry, constituting Annex No. 2 to the Request for Proposal
2. Contractor's registration document not older than 6 months from the date of submission of the offer, confirming that the person signing the offer has appropriate power of attorney in this respect, i.e. it is disclosed in the registration document as entitled to incur liabilities, and in the case of signing the offer by a different person than the appropriate power of attorney displayed in the registration document.
3. Statements about the absence of arrears against ZUS and Tax Office and about having financial and organizational situation allowing for the execution of the order, constituting Annex 3 to the Request for Offer (applies to entities from the Republic of Poland)
4. Commitment regarding the time of order completion, constituting Annex 4 to the Request for Proposal. The Contracting Authority assumes a maximum implementation period of 2 weeks from the date of concluding the contract with the Contractor.
5. Declaration on the manner and scope of compliance with the technical specifications of the equipment being the subject of the contract, constituting No. 5 to the Inquiry

The assessment of the above-mentioned conditions will be made on the principle of fulfillment - does not meet. The Contractor is obliged to attach documents confirming the fulfillment of the above conditions to the offer.

The documentation should be prepared in Polish, and in the case of documents in another language, the Contractor is obliged to attach a translation into Polish, made by a person having sufficient knowledge of a foreign language, with the highest reliability and precision.

Illegible documentation will not be taken into account in the assessment process and will therefore be considered as lacking.

## IV. Criteria for an offer evaluation

The Purchaser sets the following criteria for the offer evaluation:

1. Net value of an offer – 100 points

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## V. Information on the method of their assessment and point or percentage weights as well as a description of how to award a score for fulfilling a given offer evaluation criterion

### Criteria: Price

The price criterion will be assessed in accordance with the following formula

$$\text{The lowest offer price} / \text{the offer price} \times 100 \text{ points}$$

The basis for the calculation will be the net price of the order given on the offer form or in the offer.

The calculations will be made to the second decimal place.

## VI. The deadline for submitting offers

1. The deadline for submitting offers: offers can be submitted **from 07/02/2018 to 18/02/2018, until 11:59:59 p.m..**
2. The opening of bids will take place on **19/02/2018 at 10:00 am at the headquarters of the Ordering Party, i.e. 1st Maja St. 36, 71-627 Szczecin, POLAND**
3. The opening of bids is open. Persons wishing to participate in the opening are invited to report to the Purchaser office 10 minutes before the planned date of opening.

## VII. Place and form of offers

1. Offers should be placed at the headquarters of the Purchaser at the following address: ul. 1 Maja 36, 71-627 Szczecin, POLAND. Offers can be submitted in person, by post or courier, as well as by e-mail. The date of submitting the offer is the date of its receipt to the registered office of the Ordering Party.

2. Bids must be submitted in a sealed envelope (or .pdf, .jpeg, .jpg, .bmp, in .zip, .rar) described by the following elements:

### For paper offers:

- a. The name and address of the Ordering Party
- b. The name and address of the Contractor
- c. Annotation "Offer for the implementation of the MoCap IMU costume delivery. Do not open until 19/02/2018, 10.00 hours "

### For electronic offers:

- a. Sent from an e-mail address that identifies the sender's subject
- b. In the subject: "Offer for the delivery of the MoCap IMU costume. Do not open until 19/02/2018, 10.00 hours "

3. Offers submitted in a different way will not be considered.
4. Offers that will be received by the Contracting Party after the deadline for submission of tenders will not be considered.
5. Each Contractor has the right to submit only 1 offer. The ordering party does not allow partial or variant offers.
6. The offer amount must be expressed in Polish zlotys. Bids whose amount will be expressed in a different currency will be rejected.
7. The offer should be completed in a legible manner on a computer or in a typewriter. Offers filled out by hand will not be evaluated.
8. All statements should be attached in the original.
9. In the case of submitting documents in foreign languages, their translation into Polish is required. The translation should be signed by the translator. The ordering party does not require sworn translations.

### **VIII. Information on the scope of exclusion**

In accordance with the provisions of the guidelines, in order to avoid conflicts of interest, the contract may not be awarded to entities affiliated personally or capital to the Employer. By capital or personal connections is meant the interrelationship between the Employer or persons authorized to incur liabilities on behalf of the beneficiary or persons performing on behalf of the beneficiary activities related to the preparation and conduct of the contractor selection procedure and the contractor, consisting in particular of:

- a) participating in the company as a partner in a civil law partnership or partnership,
- b) possession of at least 5% of shares or stocks,
- c) acting as a member of the supervisory or management body, proxy, attorney,
- d) remaining in such a legal or factual relationship that may give rise to reasonable doubts as to the impartiality in the selection of the contractor, in particular marriage, relationship or paternity to the second degree or in relation to adoption, custody or guardianship.

The Contractor together with the offer is obliged to submit a statement on not leaving with the Purchaser in any of the relations described above.

### **IX. Conditions for amending the contract concluded as a result of the conducted proceedings**

It is not expected that the terms of the contract concluded as a result of the conducted proceedings will be changed.

### **X. Attachments**

Annex 1: Offer form

Annex 2: Declaration of no links

Annex 3: Declaration on the absence of arrears against ZUS and Tax Office and on possession of necessary technical and financial resources

Annex 4: Declaration of ability to execute the order.

Annex 5: Declaration on the manner and scope of comp





Republic  
of Poland

European Union  
European Regional  
Development Fund



Project implemented as part of the EF SG program 1.1.1. *Industrial research and development works carried out by enterprises - "Szybka Ścieżka"*



**Annex 1.**

**Offer form**

Name of Contractor	
VAT No.	
Address of the Contractor	
Offer valid due	90 days from the end of deadline for offers applying

Total net value of order	..... zł In words: .....
VAT (percent and value)	..... zł In words: .....
Total gross value of order	..... zł In words: .....
Time of realisation	..... weeks In words;.....

Date and signature of authorized person

.....



**Annex 2**

.....  
Name and address of Contractor

**Statement**

We hereby declare that there are no personal or capital links between us and the Employer, by which we understand the interrelation between the Employer or persons authorized to contract on behalf of the Employer or persons performing on behalf of the Employer activities related to the preparation and conduct of the contractor selection procedure and the contractor, consisting in particular of:

- a) participating in the company as a partner in a civil law partnership or partnership,
- b) possession of at least 5% of shares or stocks,
- c) acting as a member of the supervisory or management body, proxy, attorney,
- d) remaining in such a legal or factual relationship that may give rise to reasonable doubts as to the impartiality in the selection of the contractor, in particular marriage, relationship or paternity to the second degree or in relation to adoption, custody or guardianship.

Date and signature of authorized person

.....





**Annex 3**

.....  
Name and address of Contractor

**Statement**

Being authorized to represent ..... I declare that the company has no arrears against ZUS and the Tax Office and is in financial and organizational situation allowing for the execution of the order

Date and signature of authorized person

.....





**Annex 4.**

.....  
Name and address of Contractor

**Commitment regarding the time of order fulfillment**

Being authorized to represent ..... I declare that if the Employer selects the subject offer to be implemented, the order will be processed within a period of no more than 2 weeks.

Date and signature of authorized person

.....

Annex 5.

**Declaration on the manner and scope of compliance with the technical specifications of the equipment subject to the contract.**

.....  
Name and address of Contractor

Being authorized to represent ..... I declare that the offered equipment meets the following technical parameters.

Technical specification of the MoCap IMU suit

No.	Name	Subassembly / component / layout [description]	Parameters/function		Solution offered
			Name	Dimension	
1.	MoCap IMU suite - 1 set		Full magnetic immunity in any environment		
			The ability to conduct measurements while running, jumping, stairclimbing		
			Number of motion trackers	min. 17 pcs. on human's body + min. 1 pcs. on backpack or part located in hands	
			Battery life	min. 6 hours	
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			Output rate	min. 60 Hz	
		Motion sensor (IMU)	Accuracy of angle measurement	do 0,2 deg.	
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	Provides a real-time calculation of the biomechanical 3D model of the human containing	min. 23 parts of body min. 22 joints min. 60 measurements per sec.	
	The format for exporting integrated data	OpenXML, C3D, FBX, BFH	
	Dynamic calibration of the neutral position (N-pose)		
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**Additional requirements:**

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<b>Warranty</b>	min. 24 months from the day of delivery
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