

Piraeus, 19/12/2024

INVITATION FOR SUBMITTING OFFERS

Piraeus Port Authority S.A. is interested in proceeding with the annual procurement of lubricants for PPA S.A. Engineering Department's machinery, in accordance with the attached list of lubricants, terms and requirements, of budget 142.306,88 €.

Award criterion shall be the lowest price per item for the entire described lubricants list.

Interested parties are invited to submit their offer (alternative/second offers are excluded) until **17.01.2025 at 16:00**, by email to the following email address: offersubmission@olp.gr

Offer submission will be completely electronically through email as follows:

1. Each offer should consist of two (2) individual folders: **a.** the technical offer including any participating documentation needed according to tender terms and **b.** the financial offer which should be protected with separate/different passwords. Both aforementioned folders should be protected with separate/different passwords. The passwords will be sent to PPA separately at each evaluation stage of the tender to a specific e-mail which will be notified by the PPA to all participants.
2. The offers' files **only** (not the passwords) should be sent directly to Procurement Department by the candidates at the following e-mail: offersubmission@olp.gr before the tender's expiry deadline with the indication: "Offer for the annual procurement of lubricants for the needs of PPA Engineering Dep". The maximum acceptable size of each electronic offer should not exceed be 10 Mbytes, while the acceptable type of offers' compression is .zip (not .rar).
3. On the date and time of each evaluation stage (i.e. participating documentation - if applicable, technical evaluation, financial evaluation), the requested passwords **only** (different password for each stage) should be sent to the group email which will be notified by the PPA to all participants in due time with the indication: *"Offer for the annual procurement of lubricants for the needs of PPA Engineering Dep"*.

Within the technical offer the following must be included:

1. Solemn declaration signed by the Legal representative (Under Law v.1599/86) stating that: the candidate has been informed and is fully aware of the present document, the technical specifications, (lubricants) and fully accepts them.
2. Certificate of Valid Representation
3. Table of Compliance filled in by the candidate.
4. Scanned Product datasheets containing the technical specs of the offered items

Interested Parties may receive additional information or clarifications in relation to this Invitation for Submitting Offers, until ...3... days included, prior to the expiry of the time limit for offers submission, by submitting questions in writing to the Procurement Department via e-mail at procurement@olp.gr.

For PPA S.A.

DCEO Panagiotis Tsonis

Attachments:

1. List of Lubricants & Requirements – Terms including the following tables: i. Compliance Table & ii. Financial offer Table]

PPA - Annual Lubricants Procurement 2024/ TABLE OF COMPLIANCE

[illegible]

Terms & Conditions

1. **Award criterion** shall be the lowest price per item.

2. **Delivery Terms:** DDP (PPA S.A. Container Terminal, Neo Ikonio - Perama- General Warehouse, Drapetsona). The delivery time of the above items, has to be clearly stated within the offer.

3. Delivery Time: max twenty five (25) working days upon relevant PPA's notice for each different requested item.

4. All offered items should be brand new without defects or damages, first class and suitable for the purpose for which they are intended. The requested product codes have to be clearly stated within the offer.

5. **Payment Terms:** within two (2) months upon invoicing and following relevant procedures of: delivery (on behalf of Supplier) and acceptance (on behalf of PPA)

6. Regarding item no7 «Υπο Διάλυμα AD-BLUE...», the offered price should not include the packing cost (pallet tank) due to PPA's obligation for returning the empty tanks

PPA - Annual Lubricants Procurement 2024 / FINANCIAL OFFER

[illegible]

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