

Tender Notice
Construction works
Reconstruction of the educational building for the needs of the Police City Hall

SECTION I - ORDERING PARTY

1.1.) The role of the ordering party

The procedure is conducted independently by the ordering party.

1.2.) Name of the ordering party: POLICE MUNICIPALITY

1.4) National Identification Number: REGON 811685390

1.5) Ordering party's address

1.5.1.) Street: ul. Stefana Batorego 3

1.5.2.) Location: Police

1.5.3.) Postal code: 72-010

1.5.4.) Voivodeship: West Pomeranian Voivodeship

1.5.5.) Country: Poland

1.5.6.) NUTS 3 location: PL428 - Szczecinski

1.5.9.) E-mail address: sekretariat@police.pl

1.5.10.) Website address of the ordering party: www.police.pl

1.6.) Type of contracting entity: Public contracting entity - public finance sector entity - local government unit

1.7.) Scope of the contracting authority's activity: General public services

SECTION II - BASIC INFORMATION

2.1.) The announcement concerns:

Public procurement

2.2.) The advertisement concerns social services and other specific services: No

2.3.) Name of the order or framework agreement:

Reconstruction of the educational building for the needs of the Police City Hall

2.4.) Case ID: ocids-148610-7517429e-2299-4952-95db-e7bd871b6b06

2.8.) The order or framework agreement has been included in the procedure plan: Yes

2.9.) BZP procedure plan number: 2025/BZP 00013702/04/P

2.10.) Procedure plan item identifier:

1.1.2 Reconstruction of the educational building for the needs of the Municipal Office in Police

2.11.) Only contractors referred to in Article 94 of the Act may apply for the award of the contract: No

2.14.) Does the contract or framework agreement relate to a project or programme co-financed by European Union funds: No

2.16.) Procedure for awarding the contract and its legal basis

The order is placed in the basic procedure pursuant to: Article 275 point 2 of the Act

SECTION III - SHARING ORDER DOCUMENTS AND COMMUNICATION

3.1.) Website address of the conducted proceedings <https://ezamowienia.gov.pl/mp-client/search/list/ocids-148610-7517429e-2299-4952-95db-e7bd871b6b06>

3.2.) The Ordering Party reserves access to the order documents: No

3.4.) Contractors are obliged to submit offers, applications for admission to the procedure, declarations and other documents exclusively using electronic means of communication: Yes

3.5.) Information on the electronic means of communication by which the ordering party will communicate with the contractors - website address:
<https://ezamowienia.gov.pl/mp-client/tenders/ocds-148610-7517429e-2299-4952-95db-e7bd871b6b06>

3.6.) Technical and organizational requirements for electronic correspondence: Communication in the procedure, excluding the submission of offers, takes place electronically via the e-Order Platform and communication forms available in the "Forms" tab ("Communication forms"). In particular, requests and notifications, asking questions and providing answers are sent via "Communication forms". Communication forms also allow for attaching an attachment to the message being sent ("add attachment" button). Communication in the procedure, excluding the submission of offers, also takes place via e-mail. In the case of attachments that are, in accordance with the Public Procurement Law or the Regulation of the Prime Minister of December 30, 2020 on the method of preparing and transmitting information and technical requirements for electronic documents and electronic means of communication in public procurement proceedings (Journal of Laws, item 2452), provided with a qualified electronic signature, trusted signature or personal signature, may be provided, in accordance with the choice of the contractor/contractor jointly applying for the award of the contract/entity providing resources, with an external or internal signature. Depending on the type of signature and its type (external, internal), previously signed documents are added together with the generated signature file (external type) or a document with an embedded signature (internal type).

3.8.) The Ordering Party requires that offers be prepared and presented using electronic construction data modeling tools or other similar tools that are not generally available: No

3.12.) Offer - electronic catalog: Not applicable

3.14.) Languages in which documents submitted in the proceedings may be drawn up:

Polish

3.15.) GDPR (information obligation): In accordance with point 20 of the General Data Protection Regulation

3.16.) GDPR (restrictions on use): In accordance with point 20 of the General Data Protection Regulation

SECTION IV – SUBJECT OF THE ORDER

4.1.) General information relating to the subject of the order.

4.1.1.) Market consultations were conducted before the initiation of the proceedings: No

4.1.2.) Reference number: TI.272.4.2025

4.1.3.) Type of order: Construction works

4.1.4.) The Ordering Party places the order in parts, each of which is the subject of a separate procedure: No

4.1.8.) Partial bids are possible: No

4.1.13.) The Ordering Party takes into account social, environmental or label aspects in the description of the subject of the contract: No

4.2. Detailed information relating to the subject of the order:

4.2.2.) Short description of the subject of the order

The subject of the contract is the reconstruction of the school building, including the change of use of the premises into office and administrative premises of the Municipal Office in Police, as well as the reconstruction of building equipment and land development within the entrance area, in accordance with the designated scope of development indicated on the drawings.

The building is located in Police at ul. Traugutta 4 on plot no. 2037/95, district 0010 Police. The purpose of the order is to reconstruct and change the functional layout of all rooms (except for the heating substation in the basement) within the basement, ground floor, first and second floor and to adapt them to the office and administrative function associated with use by the Commune Office and to ensure the accessibility of the building for disabled people using wheelchairs.

The architectural form of the building will not be changed (only refreshed), and the construction works will not have a harmful effect on the environment and are not classified as undertakings requiring an environmental impact assessment procedure within the meaning of environmental protection regulations. All changes related to the reconstruction of the building are consistent with the provisions for the area with the symbol 37UO,A of the Local Spatial Development Plan. Due to the fact that the scope of the planned reconstruction works includes demolition and bricking up of parts of external partitions (enlargement of the glazing of the entrance part of the front elevation and bricking up of windows on the gable wall and one in the front elevation) and reconstruction of structural elements (widening and making openings in existing load-bearing walls), in accordance with Art. 29 sec. 2 item 1aa) of the Act of 7 July 1994 - Construction Law, the performance of construction works requires the issuance of a decision on a building permit, which was obtained.

4.2.6.) Main CPV code: 45000000-7 - Construction work

4.2.7.) Additional CPV code:

45111300-1 - Demolition work

45262000-1 - Special construction works other than roofing

45223210-1 - Construction work using steel

42414100-2 - Cranes

45300000-0 - Installation work in buildings

45330000-9 - Water, sewage and sanitary installation work

45321000-3 - Thermal insulation

45315100-9 - Electrical installation work

45312200-9 - Installation of burglar alarm systems

45314320-0 - Installing computer cabling

45312100-8 - Installation of fire alarm systems

45331000-6 - Installation of heating, ventilation and air-conditioning equipment

4.2.8.) The order includes the following options: No

4.2.10.) Period of execution of the order or framework agreement: 24 months

4.2.11.) The Ordering Party envisages renewals: No

4.2.13.) The Ordering Party intends to award contracts for similar services or construction works to the current contractor: No

4.3.) Bid evaluation criteria

4.3.1.) Method of evaluating offers: When selecting the most advantageous offer, the Ordering Party will apply the following criteria for evaluating offers: No. Criterion:

Weight: 1 Price

(C) 60% 2 Warranty period

(G) 40% The

maximum number of points in the

criteria is equal to the specific weight for these criteria in %.

The method of calculating points for individual criteria: 1. Under the "Price"

criterion, the total gross price given in the offer form, prepared according to the template constituting Appendix No. 1 to the SWZ, will be assessed.

Under the "Price" criterion, the offers will be evaluated using the following formula: $C_n = \frac{C_o}{C_{min}} \times 60$ points

Co

where:

C – number of points under the "Price" criterion, Cn – the

lowest price among the evaluated offers Co – price of the

evaluated offer Due to the

provisions of art. 225 sec. 1 of the PZP, if an offer was submitted, the selection of which would lead to the creation of a tax liability for the Ordering Party in

accordance with the provisions on the tax on goods and services, the Ordering Party, in order to evaluate such an offer, shall add the tax on goods and services to the price presented therein, which it would be obliged to settle in accordance with these provisions.

2. Under the "Warranty Period" criterion, the warranty period for defects in the subject of the order will be assessed, counting from the date of final acceptance of the Subject of the Agreement.

The warranty period indicated in the offer form will be used for evaluation under this criterion. In point 2 of the offer form, the check box next to the offered warranty period should be marked.

The Contractor may not offer a warranty period shorter than 36 months. The maximum warranty period accepted for the evaluation of offers will be 60 months. In the absence of a warranty period in the offer, the Ordering Party will assume that the Contractor provides the minimum length of the period required by the Ordering Party.

Under the "Warranty Period" criterion, points will be awarded as follows: 36 months - 0 42 months - 10 48 months - 20 54 months - 30 60 months - 40

The most advantageous offer will be the one that receives the highest number of points calculated in accordance with the following formula:

$$O = C + G$$

An offer can receive a maximum of 100 points.

If the most advantageous offer cannot be selected due to the fact that two or more offers present the same balance of price and other criteria for evaluating offers, the Ordering Party shall select from among these offers the offer that received the highest score in the criterion with the highest weight. If the offers received the same score in the criterion with the highest weight, the Ordering Party shall select the offer with the lowest price. If the offer cannot be selected in the manner referred to in the previous sentence, the Ordering Party shall call upon the Contractors who submitted these offers to submit additional offers containing a new price within the time specified by the Ordering Party.

4.3.2.) Method of determining the weight of the offer evaluation criteria: Point-wise

4.3.3.) Bid evaluation criteria used: Price criterion and quality criteria

Criterion 1

4.3.5.) Criterion name: Price

4.3.6.) Weight: 60

Criterion 2

4.3.4.) Type of criterion: other.

4.3.5.) Criterion name: warranty period

4.3.6.) Weight: 40

4.3.10.) The contracting authority specifies social, environmental or innovation aspects, requires labels or applies life cycle costing in relation to the tender evaluation criterion: No

SECTION V - QUALIFICATION OF CONTRACTORS

5.1.) The Ordering Party provides for optional grounds for exclusion: Yes

5.2.) Optional grounds for exclusion:

Art. 109 ust. 1 pkt 4

Art. 109 ust. 1 pkt 5

Art. 109 ust. 1 pkt 6

Art. 109 ust. 1 pkt 7

Art. 109 ust. 1 pkt 8

Art. 109 ust. 1 pkt 9

Art. 109 ust. 1 pkt 10

5.3.) Conditions of participation in the procedure: Yes

5.4.) Name and description of the conditions for participation in the procedure.

The procedure may be attended by Contractors who meet the conditions for participation in the procedure concerning: the ability to participate in business transactions; the Ordering

Party does not impose any special requirements regarding the description of meeting this condition for participation in the procedure.

authorizations to conduct specific professional economic activity: the Ordering Party

does not impose any special requirements regarding the description of meeting this condition for participation in the procedure.

economic or financial situation: the

Ordering Party does not impose any special requirements regarding the description of meeting the condition for participation in the procedure in relation to the condition concerning the economic situation.

The condition regarding the financial situation will be deemed to be met if the Contractor proves that it has financial resources or creditworthiness in the amount of not less than PLN 1,000,000 (in words: one million zlotys 00/100). technical or professional capacity: 4.1. This condition, in terms of

experience, will be deemed to be met if the Contractor proves that during the last 5 years counted backwards from the date on which the deadline for submission of offers expires (and if the period of conducting business activity is shorter – during this period) it has performed at least: a). 1 construction work consisting

in the construction¹ or reconstruction² of a public utility building with a value of at least PLN 3,000,000 gross (in words: three million zlotys 00/100) each (where one construction work should be understood as works performed on the basis of one contract),

or

b). 1 construction work consisting in the construction¹ or reconstruction² of a residential building with a value of at least PLN 6,000,000 gross (in words: six million zlotys 00/100) each (where one construction work shall be understood as work performed on the basis of one contract).

4.2. This condition, in the scope of persons delegated by the Contractor to perform the order, shall be deemed to be met if the Contractor proves that it has or will have at its disposal the following persons: at least 1 person for the position of Construction Manager. This person should have construction qualifications³ to manage construction works in the construction and building specialty without restrictions.

In addition, this person should have the following experience: at least 5 years of experience in managing construction works as a construction manager or construction and building manager (counting from the date of obtaining the above-mentioned construction qualifications), experience in managing construction works as a construction manager or construction and building manager in at least one investment consisting in the construction¹ or reconstruction² of public utility buildings or multi-family residential buildings with the area of works exceeding 1000 m² of net usable area of the building (obtained after obtaining the above-mentioned construction qualifications).

Overlapping periods of performing the above functions do not add up. at least 1 person for the position of Sanitary Works Manager This person must have construction qualifications³ to manage construction works in the installation specialty in the scope of heating, ventilation, gas, water and sewage networks, installations and devices without restrictions. at least 1 person for the position of Electrical Works Manager This person must have construction qualifications³ to manage construction works in the installation specialty in the scope of electrical and power networks, installations and devices without restrictions.

The Ordering Party does not allow the possibility of combining the above-mentioned functions.

1 The term construction shall be understood as the execution of a construction work at a specific location, as well as the reconstruction, extension or superstructure of a construction work.

2 The term "reconstruction" shall be understood as the performance of construction works resulting in a change in the functional or technical parameters of an existing building structure, with the exception of characteristic parameters such as: cubic capacity, building area, height, length, width or number of storeys.

3 Authorisations issued in accordance with Art. 12, Art. 12a and Art. 14 of the Act of 7 July 1994 - Building Law (consolidated text: Journal of Laws of 2024, item 725, as amended) or corresponding valid building authorisations (entitling to perform a specific function required by the Ordering Party), which were issued on the basis of previously applicable provisions or corresponding authorisations issued to citizens of the countries of the European Economic Area and the Swiss Confederation, subject to Art. 12a and other provisions of the Building Law and the Act of 22 December 2015 on the principles of recognition of professional qualifications acquired in the Member States of the European Union (consolidated text: Journal of Laws of 2023, item 334, as amended).

6.2. The assessment of compliance with the conditions for participation in the procedure will be made in accordance with the formula "meets"/"does not meet", based on the information contained in the documents and declarations referred to in Chapter 7 of the SWZ.

5.5.) The Ordering Party requires the submission of a declaration referred to in Article 125, paragraph 1 of the Act: Yes

5.7.) List of subjective means of evidence to confirm fulfilment of conditions for participation in the procedure: In order to confirm the lack of grounds for exclusion from the procedure, referred to in points 5.1.-5.3. of the SWZ and in order to confirm fulfilment of conditions for participation in the procedure, referred to in point 6.1. of the SWZ, the Contractor shall submit, together with the offer, declarations referred to in art. 125 sec. 1 of the PZP, i.e. - declaration on fulfilment of conditions for participation in the procedure,

drawn up in accordance with the template constituting Appendix No. 3 to the SWZ and - declaration on the lack of grounds for exclusion, drawn up in accordance with the

template constituting Appendix No. 2 to the SWZ.

The declarations referred to above constitute evidence confirming the lack of grounds for exclusion and fulfilment of the conditions for participation in the procedure, as of the date of submission of offers, temporarily replacing the subjective means of evidence required by the Ordering Party. These declarations shall be submitted, under penalty of nullity, in electronic form (i.e. provided with a qualified electronic signature) or in electronic form provided with a trusted signature or a personal signature.

7.2. In order to confirm the fulfilment of the conditions for participation in the procedure, referred to in point 6.1. The Ordering Party, acting under Article 274 section 1 of the Public Procurement Law, shall call upon the Contractor whose offer was assessed the highest to submit, within a specified period, not shorter than 5 days from the date of the call, the following subjective evidence, current as of the date of submission: a) a list of construction works performed not earlier than in the last 5 years*, and if the period of conducting business activity is shorter - in that period, together with the indication of their type, value (if required), date and place of performance and entities for which the works were performed (the template of the list of works constitutes Annex No. 6 to the SWZ).

If the Contractor refers to experience in the implementation of construction works performed jointly with other contractors, the list concerns construction works in the execution of which the contractor directly participated. This period is counted backwards from the day on which the deadline for

submitting offers expires. b) evidence specifying whether the construction works indicated in the list were performed properly, where the evidence in question is references or other documents prepared by the entity for which the construction works were performed, and if the contractor is unable to obtain these documents for reasons beyond his control - other appropriate documents; c) a list of persons delegated by the Contractor to perform the public procurement contract, in particular those responsible for managing the construction works, together with information on their professional qualifications, authorizations, experience necessary to perform the public procurement contract, as well as the scope of activities performed by them and information on

the basis for disposing of these persons (a template for the list of persons constitutes Annex No. 5 to the SWZ), d) information from a bank or a cooperative savings and credit union confirming the amount of financial resources held or the creditworthiness of the contractor, not earlier than 3 months before its submission.

If, for a justified reason, the Contractor is unable to submit the subjective evidence required by the Ordering Party, referred to in letter d, the Contractor shall submit other subjective evidence that sufficiently confirms the fulfilment of the condition for participation in the proceedings described by the Ordering Party concerning the economic or financial situation.

5.9.) The Ordering Party envisages supplementing the evidence in question: No

SECTION VI - ORDER TERMS

6.1.) The Ordering Party requires or allows variant offers: No

6.3.) The Ordering Party envisages an electronic auction: No

6.4.) The Ordering Party requires a deposit: Yes

6.4.1) Information on the deposit: The

Ordering Party requires a deposit in the amount specified below: PLN 80,000.00 (in words: eighty thousand zlotys 00/100)

The security deposit must be lodged before the deadline for submission of tenders and maintained continuously until the expiry of the tender validity period, except for the cases referred to in art. 98 sec. 1 items 2 and 3 and sec. 2 of the PZP.

9.2. The security deposit may be paid, at the Contractor's discretion, in one or more of the following forms: 1) money, 2) bank

guarantees, 3) insurance

guarantees, 4) sureties granted by

entities referred to in art. 6b sec. 5 item 2 of the Act of 9 November 2000 on the establishment of the Polish Agency for Enterprise Development (consolidated text: Journal of Laws of 2025, item 98).

9.3. The deposit paid in cash should be paid by transfer to the bank account of the Ordering Party in PKO SA bank, account number: 15 1240 3927 1111 0010 6013 0076 with the note: deposit to secure the offer in the procedure entitled:

"Reconstruction of an educational building for the needs of the Municipal Office in Police". Payment of a deposit in cash will be effective if it is credited to the Ordering Party's bank account within the specified time. The Ordering Party keeps the deposit paid in cash in the bank account.

9.4. The content of the security deposited in the form of: a bank guarantee, an insurance guarantee or sureties granted by entities referred to in art. 6b sec. 5 item 2 of the Act of 9 November 2000 on the establishment of the Polish Agency for Enterprise Development should result in the unconditional obligation of the guarantor, at the first written request submitted by the Ordering Party within the period of validity of the offer, to pay the Ordering Party the full amount of the security deposit in the circumstances specified in art. 98 sec. 6 of the PZP.

9.5. The security deposit paid in the form of a guarantee or surety referred to in point 9.2. subpoints 2)-4) should be submitted to the Ordering Party together with the Tender in the original in electronic form, i.e. provided with a qualified electronic signature of persons authorized to issue it. The security deposit must secure the tender throughout the entire period of the tender. The tender of the Contractor who fails to pay the security deposit or pays the security deposit in an incorrect manner, or fails to maintain the security deposit continuously until the expiry of the period of the tender validity or submits an application for the return of the security deposit in the case referred to in art. 98 sec. 2 item 3 of the PZP, will be rejected from the procedure pursuant to art. 226 sec. 1 item 14 of the PZP.

9.6. The content of the deposit guarantee or deposit surety must contain the following elements: 1) the name of the principal (Contractor), the beneficiary of the guarantee/surety (Ordering Party), the guarantor (bank or insurance institution or other institution granting the guarantee/surety) and their registered offices, 2) a description of the receivable to be secured by the guarantee/surety – a description of the subject of the order, 3) the amount of the guarantee/surety, 4) the obligation of the guarantor/surety to pay unconditionally and irrevocably the amount of the guarantee/surety at the first written request of the Ordering Party in the circumstances specified in art. 98 sec. 6 of the PZP.

9.7. In the case of Contractors jointly applying for the award of the contract, the Ordering Party requires that the content of the security deposit submitted in the forms referred to in point 9.2. sub-points 2)-4) of the Technical Specification should list all Contractors jointly applying for the award of the contract or it should result from it that the Contractor for whom the guarantee/surety was issued acts on behalf of other Contractors jointly applying for the award of the contract, or their content should include a broader scope of the guarantor's/surety's liability than only that concerning the actions/omissions relating to the Contractor for whom the guarantee/surety was issued.

6.5.) The Ordering Party requires security for the proper performance of the contract: Yes

6.6.) Requirements for submitting a bid by contractors jointly applying for the contract: Contractors may jointly apply for the contract. None of the Contractors jointly applying for the contract may be excluded from the procedure. In the case of Contractors jointly applying for the contract, the conditions for participation in the procedure specified in item 6.1. SWZ should be met jointly by all Contractors, provided that the condition specified in item 6.1. subitem 4) item 4.1 SWZ should be met independently in its entirety by at least one of these contractors.

With regard to the conditions concerning education, professional qualifications or experience, Contractors jointly applying for the contract award may rely on the abilities of those contractors who will perform the works

construction works for the execution of which these capabilities are required. In the case referred to in point 6.1. subpoint 4) point 4.1 of the SWZ, the Contractors jointly applying for the award of the contract shall attach to the offer a declaration indicating which construction works will be performed by individual Contractors.

The Contractor may, in order to confirm the fulfilment of the conditions for participation in the procedure, rely on the technical or professional capabilities or the financial or economic situation of entities providing resources, regardless of the legal nature of the legal relations that connect it with them, provided that in the case of relying on the resources of a third party to demonstrate the fulfilment of any of the conditions for participation in the procedure in terms of experience, the condition specified in 6.1. sub-item 4) point 4.1 of the SWZ should be met independently in its entirety by at least the third party providing resources. In relation to the conditions concerning education, professional qualifications or experience, contractors may rely on the capabilities of entities providing resources if these entities perform construction works for the performance of which these capabilities are required.

The Ordering Party shall assess whether the technical or professional capabilities or financial or economic situation made available to the Contractor by the entities providing the resources allow the Contractor to demonstrate compliance with the conditions for participation in the procedure referred to in point 6.1. subpoints 3) and 4) of the SWZ, and shall also examine whether there are no grounds for exclusion in relation to this entity, which are provided for in points 5.1.-5.3. of the SWZ with respect to the Contractor.

The entity that has undertaken to provide resources is jointly and severally liable with the Contractor, relying on its financial or economic situation, for any damage suffered by the Ordering Party resulting from failure to provide these resources, unless the entity is not at fault for the failure to provide the resources.

If the technical or professional capabilities, economic or financial situation of the entity providing the resources do not confirm that the Contractor meets the conditions for participation in the procedure or there are grounds for exclusion with respect to this entity, the Ordering Party requests that the Contractor replace this entity with another entity or entities within the time limit set by the Ordering Party or demonstrates that it independently meets the conditions for participation in the procedure.

After the deadline for submitting offers, the contractor may not rely on the capabilities or situation of entities providing resources if, at the stage of submitting offers, it did not rely in a given scope on the capabilities of the entities providing resources.

When assessing the technical or professional capacity of the Contractor, the Ordering Party, acting under Article 116 section 2 of the PPL, may, at any stage of the procedure, consider that the Contractor does not have the required capabilities if the Contractor's conflicting interests, in particular the involvement of the Contractor's technical or professional resources in other business ventures of the Contractor, may have a negative impact on the performance of the contract.

6.7.) The Ordering Party envisages the invalidation of the procedure if the public funds which it intended to allocate to finance all or part of the order have not been granted: Yes

SECTION VII - PROJECTS OF THE AGREEMENT

7.1.) The Ordering Party envisages granting advance payments: No

7.3.) The Ordering Party envisages changes to the contract: Yes

7.4.) Type and scope of changes to the contract and the conditions for their

introduction: In accordance with paragraph 18 of the contract template, which constitutes Annex No. 9 to the SWZ

7.5.) The Ordering Party took into account social, environmental, innovative or label aspects related to the execution of the order: Yes

7.6.) The Ordering Party provides for the following requirements related to the execution of the order:

in the scope of employment based on an employment relationship, in the circumstances referred to in Article 95 of the Act

SECTION VIII – PROCEDURE

8.1.) Deadline for submission of offers: 2025-04-01 10:00

8.2.) Place of submission of offers: e-Procurement Platform

8.3.) Bid opening date: 2025-04-01 10:30

8.4.) Offer validity period: 30 days

8.5.) The Ordering Party envisages the selection of the most advantageous offer with the possibility of negotiation: Yes