

CALL OF TENDER**SUMMARY INFORMATION**

Call for tender no-	WS1900276952
Subject	Personal and property security services and Company's Rescue and Fire Fighting services
Description of the supply	Provision of personal and property security services at PZL-Świdnik S.A. and Airport for helicopters Świdnik (EPSW - code ICAO) on a shift basis for 24 hours a day by Special Armed Security Formations (SASF) and for services of the Company's Rescue And Fire Fighting Services (CRAFFS)
Type of supply	Services
Duration of contract/work	60 months
Presumed bidding starting price	No assumed starting price will be specified
General awarding criteria	Technical and economic evaluation of bids, compliance with the scope and requirements set by PZL Świdnik
Date of publication call of tender	20 March 2024
Deadline for submitting the Declaration of Interest (expiry date of the call of tender)	05 April 2024 time 15:00

1. General

Leonardo Helicopters intends to issue a tender notice for personal and property security services and Company's Rescue And Fire Fighting services for Wytwórnia Sprzętu Komunikacyjnego PZL Świdnik S.A., Al. Lotników Polskich 1 21-045 Świdnik Polska

The contract includes: Provision of personal and property security services at PZL-Świdnik S.A. and Airport for helicopters Świdnik (EPSW - code ICAO) on a shift basis for 24 hours a day by Special Armed Security Formations (SASF) and for services of the Company's Rescue And Fire Fighting Services (CRAFFS)

2. Entities admitted to tender

The following are admitted to participate in the tender procedure for:

- a) Natural persons conducting business activities, cooperatives, associations or foundations conducting business activity
- b) Companies
- c) Consortiums of suppliers

Bidding suppliers for whom more than 70% of total annual turnover is generated by orders from one or more companies belonging to the Leonardo Group, are not allowed to bid, except in case of express authorization from LDO in consideration of special technical requirements.

The contemporary participation in this tender procedure by a parent company and its subsidiaries is also forbidden. In the event that this rule is broken, both the parent company and its subsidiaries will be excluded from the tender.

All bidders whom LDO does deem not to have appropriate professional reliability will in all cases be **excluded** from the tender without explanation. Bidders will be deemed not have appropriate professional reliability who in the last three years incurred, by way of example but not limited to, in the following:

- Termination for breach of contract with Leonardo SpA or other companies of the Leonardo Group;
- Declared non-testability of works, services and supplies according to the contracts concluded by the Leonardo SpA or other companies of the Leonardo Group;
- Breach of any of the provisions of the Code of Ethics of Leonardo SpA and Leonardo Group, during the performance of previous contracts;
- Failure to take delivery, by default or cause, for works, supplies or services entrusted by Leonardo SpA or other companies of the Leonardo Group;
- Revocation of the award of a tender.

3. Minimum requirements for participation

Entities meeting the following minimum requirements for participation (hereinafter "Minimum Requirements") may be invited to tender:

- Average annual turnover of at least 10 000 000 PLN in the last three years;
- An entity operating on the market in the scope of personal and property security services for at least 10 years counted from date of publication of the tender notice;
- An entity with experience in the provision of personal and property security services to production companies;
- An entity holding a licence to conduct business activity in the scope of personal and property security services and possessing a weapon on the basis of a weapons certificate referred to in Article 29, paragraph 1, point 2 of the Act of 21 May 1999 on weapons and ammunition;
- An entity that is able to comprehensively perform the entire service in the scope of personal and property security and activities of the Company's Fire and Rescue Unit;
- An entity submitting a declaration of interest must be, at the same time, an entity that will submit a technical and commercial proposal and that, from the formal side, will act as a party in the contract for the provision of services;
- It shall be borne in mind that at the stage of presenting a proposal, the bidder will be obliged to meet the minimum requirements to be set out in the Technical Specification and other documents belonging to the tender documentation.
- An entity whose personnel in the area of personal and property security service provision will have an entry on the list of qualified physical security employees and, additionally, some of the staff (those handling video monitoring) will have an entry on the list of qualified technical security employees

It is noted that participation in the tender is not permitted by pooling funds.

4. Disclosure for interest

By no later than the expiration date of this call for tenders, parties interested in being invited to tender, provided they meet the requirements, are required to:

- Submit their application by registering in the LDO Procurement Portal (link: <https://service.ariba.com/Discovery.aw/125002028/aw?awh=r&awssk=4InnwI5Q>) and proceed, after obtaining their credentials, with the provision of the requested data, to obtain the prequalified (prequalified) status. Suppliers who are already registered on the Supplier Portal and have their access credentials/have the status of prequalified are asked to proceed immediately to the next point.

Communicate their Disclosure of interest and uploading the following documents by accessing the reserved area of the LDO Procurement Portal <https://service.ariba.com/Discovery.aw/125002028/aw?awh=r&awssk=4InnwI5Q> responding to the invitation to tender (within the portal is a Manual entitled "*Responding to a Call for Tenders*").

The declaration of interest and the documents attached thereto must be signed by authorised persons using a qualified electronic signature or a traditional handwritten signature. In the case of documents signed with a traditional handwritten signature, their scan must be attached. If copies of documents are attached, they must be certified as true copies by authorised persons.

The authorisation of the persons signing the declaration of interest and the documents attached thereto to sign them must directly result from the documents attached to the declaration of interest. It means that if such authorisation does not directly result from a document confirming the legal status of the Bidder (excerpt from the relevant register or certificate of entry into the Central Register and Information on Business Activity), the declaration of interest shall be accompanied by a relevant power of attorney issued by persons authorised to do so.

Documents to be attached to the Declaration of Interest:

- **A document stating the legal status of the Bidder** (excerpt from the relevant register or certificate of entry into the Central Register and Information on Business Activity) - applies to legal persons and other persons subject to registration in a relevant register and natural persons conducting business activity (date of the document not earlier than the date of publication of the tender notice);
- **Power of attorney** - if the authorisation to sign the proposal does not directly result from a document stating the legal status of the Supplier (excerpt from the relevant register or certificate of entry into the Central Register and Information on Business Activity)
- **Civil law partnership agreement, if the business activity is conducted in the form of civil law partnership;**
- **Consortium agreement** in the light of which, in particular, at least one of the entities constituting the consortium will hold a licence to conduct business activity in the scope of personal and property security services and will and possessing a weapon on the basis of a weapons certificate referred to in Article 29, paragraph 1, point 2 of the Act of 21 May 1999 on weapons and ammunition and will also have personnel who, in the area of providing services in the scope of personal and property security, will have the authorization of a Physical Security Officer, additionally, some of the staff (handling video monitoring) will have the authorization of a Technical Security Officer;

The contract will indicate individual consortium members and the type of services they will provide for each of them.

The entities forming the consortium shall appoint one leader from among themselves, who shall be authorised to:

- a) sign and submit, on behalf of the Consortium and/or its members, the joint declaration of interest and all documents, including declarations on fulfilment of the conditions for participation in the procedure attached to the declaration submitted in connection with the tender procedure that is the subject of this tender notice;
- b) sign and submit, on behalf of the Consortium and/or its members, the joint technical and commercial proposal and all documents, submitted together with the proposal, as well as explanations regarding the submitted proposal in connection with the tender procedure that is the subject of this tender notice;
- c) represent the Consortium and/or its members during the tender procedure which is the subject of this call of tender;
- d) conclude the contract with the PZL-Świdnik, as a result of the resolution of the tender procedure which is the subject of this call of tender, amend the contract and make any declarations in relation to the contract, including those regarding withdrawal from the contract or termination of the contract in cases specified therein;
- e) make all arrangements with the PZL-Świdnik and to receive correspondence addressed to the Consortium and/or its members;
- f) accept the awarded Purchase Order
- g) accepting all payments from PZL-Świdnik resulting from the implementation of the contract with PZL-Świdnik concluded as a result of the resolution of the tender procedure which is the subject of this call of tender

The consortium leader can only be an entity that is registered on the Leonardo Spa Supplier Portal and has the supplier code assigned during registration.

The consortium leader cannot be changed during the term of the contract with PZL-Świdnik

- **A certificate of the competent head of the tax office confirming that the Bidder is not in arrears with the payment of taxes**, issued no earlier than 3 months before the date of publication of the tender notice or another document confirming that the Bidder has concluded an agreement with the competent tax authority on the repayment of these amounts together with any interest or fines, in particular, has obtained an exemption, deferral or spread into instalments of overdue payments or suspension in full of the execution of a decision of the competent authority or a certificate stating the status of these arrears;
- **A certificate of the competent local organisational unit of the Social Insurance Institution (ZUS) or the Agricultural Social Insurance Fund (KRUS)** confirming that the Bidder is not in arrears with payment of social insurance or health insurance contributions, issued not earlier than 3 months before the date of publication of the tender notice or another document confirming that the Bidder has concluded an agreement with the competent authority on the repayment of these amounts together with any interest or fines, in particular, has obtained an exemption, deferral or spread into instalments of overdue payments as provided for by law, or suspension in full of the execution of a decision of the competent authority or a certificate stating the status of these arrears;
- **A copy of the Licence;**
- A statement on the period of activity on the market in the scope of personal and property security services;
- The indication of Customers, for whom the service in the scope of personal and property security was/is provided, with the information about the industries, in which the Customers operate and the length of service provided to individual Customers;
- The indication of experience in personal and property security services provided to production companies;

Please note that after the expiration time of this invitation to tender, it will no longer be possible to respond to the call and communicate your disclosure of interest.

In any case, applicants who communicate their disclosure for interest must acknowledge and accept that they cannot claim any right to be invited to tender, with no obligation on the part of LDO to provide any reasons.

For those who may be invited to tender, if they have not already been pre-qualified or qualified, a process of pre-qualification will begin on the Procurement Portal. This process will require them to provide additional documentation to support the evaluation of their ethical, legal and economic/financial requirements.

5. Processing of personal data

Pursuant to Legislative Decree 196/2003 and Reg. EU 679/2016 (hereinafter jointly referred to as “**Privacy Legislation**”), we are hereby notice you that personal data provided for by “data subject” to tender notice are processed by Leonardo S.p.A. and Leonardo Global Solutions S.p.a., with registered office in Rome, Piazza Monte Grappa, 4, as being the Controller (as defined in Privacy Legislation). Moreover, the data processors are the head of the purchasing unit of Helicopter Division of Leonardo S.p.A., as to the management of the tender and the contract, and the head of the purchasing business unit of Leonardo Global Solutions S.p.A., as to management of Leonardo Supplier Portal and its dedicated Help Desk service.

6. Regulations as per Legislative Decree 231/2001 and Anti-corruption Law

By communicating their disclosure of interest, each applicant acknowledges and agrees their prior acceptance of the Code of Ethics of LDO and the Anti-Corruption Code of the Leonardo Group, which is a prerequisite for participation in the tender procedure and therefore, in case of invitation to participate, they agree to comply with the provisions contained therein. The aforementioned documents are available from the website <http://www.leonardocompany.com> “Ethics and Compliance” section.

7. Other information

The arrangements for submitting the bids, any other grounds for exclusion from the tender and other information, will only be communicated to those who, following the forwarding of their disclosure of interest, together with the documents mentioned herein and the verification by LDO of the minimum tendering requirements set out in this call for tenders, will be invited to participate in the bidding process.

This request is not binding in any way for this company nor the beneficiaries of the supply and should not lead to expectations whatsoever about the entities presenting their disclosure of interest. LDO, with incontestable discretion, reserves the right not to award the tender, to award only part of the contract, to restart the tender procedure or to make changes to this invitation to tender.

Yours faithfully

VP Procurement & Supply Chain
