Słomniki, 18.09.2026

Almus Sp. z o.o. (Purchaser)
Ul. Poniatowskiego 50
32-090 Słomniki

Dear Sir or Madam,

In relation to the investment project implemented by Almus Sp. z o.o. we invite you to submit offers in response to the inquiry below. The proposed machines should have the parameters indicated in the inquiry or better.

We invite to submit the offers all interested companies, which directly or indirectly work as providers of machines for the production of handkerchiefs, as well as for their packaging and palletizing.

The name of the order:
Delivery of equipment for the production of handkerchiefs, packaging and palletizing

Reference number: **18/09/2026**

EU Project Number:
FENG.01.01-IP.02-0134/25

The title of the EU Project:
Wdrożenie autorskiej technologii produkcji chusteczek oraz innowacyjnych rozwiązań IT w zakładzie Almus [Implementation of proprietary handkerchiefs production technology and innovative IT solutions at the Almus]

THE MAIN CPV CODE:
42800000-4
(Machines for paper and cardboard production)

OTHER CPV CODES:
42810000-7
Parts of machinery for paper and paperboard production
42921300-1
Packing or wrapping machinery

Main place or location of the project:

32-107 Obrażejowice
District: 121406_2.0009, Obrażejowice
(Plots numbers: 29/2; 29/3; 29/4; 29/5; 29/6; 29/7; 29/8; 29/9; 29/10; 29/11; 29/12; 29/13; 29/14; 29/15; 29/16)

Selection criteria for the offer:

Only complete offers meeting the following technical parameters will be considered. The verification of offers consists of two stages:
- Stage I – Analysis of completeness and correctness of technical parameters.
- Stage II – Evaluation of bids based on scoring criteria (price and warranty):

Offers that do not meet the requirements for stage I will not be further evaluated in stage II.

- Price criterion: **Lowest net price**: maximum 10 points (for the cheapest offer), each next more expensive offer receives 1 point less; criterion weighting – 10 (the number of points obtained is multiplied by 10).

- Guarantee criterion: **Longest guarantee period:** maximum 10 point. Criterion weighting – 5 (the number of points obtained is multiplied by 5). The number of points is calculated according to the following methodology:

$$\frac{\textbf{guarantee period in the evaluated offer} * \textbf{10}}{\textbf{maximum period guarantee}} * \textbf{criterion weighting}$$

Where the maximum period guarantee is 40 months. The longer the warranty period, the higher the number of points awarded under this criterion.

A potential supplier may gain a maximum of 150 points.

Purchaser accepts submitting offers in foreign currency. In that case the offer amount will be converted for PLN according to NBP (National Bank of Poland) average exchenge rate from the date of issuing original offer request (18.09.2026).

The offer with the highest point value of the sum of all criteria wins. In the case of an equal amount of points, the offer with the longest warranty period will be selected. At the same time the guarantee period must be between 15 and 40 months.

Scope of supply

The subject of the order is a set of devices for the production of handkerchiefs, as well as for their packaging and palletizing.

Supply specification:

Machine	MINIMUM PARAMETERS
The Folding Machine	Maximum production speed – minimum 460 packs/min Maximum production speed – minimum 200 m/min Maximum parent roll width: minimum 420 mm Z-fold or N-fold handkerchiefs possible Film perforation is available in The Single-Wrapping Machine Number of handkerchiefs layers: 2 to 4 Heated embossing roller Digital interface with the ability to change the font Remote access to the machine panel (remote control) Soothing substance applicator with preparing and dosing system Softening and conditioning substance application system equipment: - Heated tank with automatic agitator, operating at temperatures of 40-60°C or higher - Minimum substance dosage range: 0.25-2% concentration for a range of 0.1-0.8 g/m²
The Single-Wrapping Machine	Maximum total packaging speed – minimum 400 packs/min Unit dimensions:

	- Maximum length – no less than 10 cm - Package height – no less than 8,5 mm or more - Minimum package width – no less than 40 mm or more Automatic packaging Tape application unit (taper) Digital interface Remote access to the machine panel (remote control)
The Bundle Composer	Minimum number of unit packs per bundle: no less than 3 Number of packets per row: from 3 Number of rows per stack: from 1 Automatic package formation Automatically controlled (digitally)
The Bundle-Wrapping Machine	Maximum production speed for a single stack: no less than 50 bundles/min Maximum production speed for a double stack: no less than 35 bundles/min Bundle packaging dimensions: - Length: minimum 100 mm - Width: minimum 40 mm - Height: minimum 16 mm Digital interface Automatic packaging
Case Packer	Maximum production speed – min. 12 cartons/min Carton dimensions:

	- length 100 - 700 mm - width 100 - 500 mm - height 40 - 600 mm Automatic control (fully automated) Digital interface with the ability to change the font Remote access to the machine panel (remote control)
Palletization	Automatic control (fully automated) Autonomous layer creation system Maximum production speed: 25 pallets/h PLC control Automatic work from outfeed of bundler to issuing ready pallet Robot with a rotating arm Maximum load capacity: 50 kg Automatic pallet feeding HMI panel Minimum film thickness: 12 microns or more Control and safety system Sensor set Digital interface with the ability to change the font Remote access to the machine panel (remote control)

Key machine area must be enclosed in a soundproof cabin with roof.

Required Machine Colors:

RAL 9002 and RAL 7030 – machine cabin.

RAL 7030 is also acceptable for conveyors. RAL 7039 and RAL 7022 may be used for machine finishing elements (details), cabins, markings, logos, names, and labels.

Required LED Signal Lighting on the Machine:

- **GREEN** –machine is working without any issues. The indicator lights on all devices remain solid green.
- **BLUE** – machine is operational but requires manual action from the operator (e.g., loading raw material, replacing film, etc.). The indicator lights on all devices that are operating correctly and do not require manual intervention remain solid blue, while the device requiring operator action displays a flashing blue light.
- **RED** – fault has occurred. The device (machine) where the fault is present displays a solid red light, while all other devices operating correctly remain solid green. Once the affected machine has been stopped for repair, the faulty device requiring intervention displays a flashing red light.

In the offer, the Tenderer must ensure the possibility of packing the formats indicated in the Format List together with the speeds and configurations assigned to each format within the ranges specified in the List or better. Failure to meet this requirement will result in excluding the offer from further proceedings

By submitting the offer the Tender agrees that, in case of his offer being selected, he is going to cover the costs of transport, installation of the line and service training (including the work of technicians, their travel, stay and accommodation).

Devices forming part of the production line must be designed in accordance with the principles of universal design, as far as possible.

The above or equivalent solutions, i.e. solutions that are not inferior in quality to the ones presented in the enquiry, **provided that they ensure the same functionality and the same quality of the finished products as specified in the above technical specification.**

We would like to inform you that the Purchaser plans to obtain an advance payment under the grant agreement. Moreover, advance payments to the Supplier are planned – details to be established in the contract with the Supplier.

The offer should contain particularly the declared order fulfillment deadline (collection at the Contracting Authority's facility after approved tests) and the warranty period.

Offers should be valid at least until 30.11.2026, and must be submitted not later than **20.10.2026**, via portal - Baza Konkurencyjności (BK2021) URL:
https://bazakonkurencyjnosci.funduszeeuropejskie.gov.pl/

The opening of offers will take place not later than 22.10.2026. The tender result will be communicated not later than 23.10.2026.

The deadline for the implementation of the contract

The maximum duration of the contract: no longer than 31.12.2027

I Conditions for participation in the proceedings

- Completion time: Maximum contract completion date: 31.12.2027
- Guarantee period: the offered guarantee period must be in the range of 15–40 months
- Environmental criterion: the minimum grammage of the paper layer that can be processed on a handkerchiefs production line is 13 g/m2

Based on the information contained in the submitted documents, the Purchaser will assess whether a Bidder meets the above-mentioned requirements. If the requirements are met, the bid will be forwarded to the next stage of evaluation.

II Exclusions:

Any entities personally or capital affiliated to the Purchaser, as well as any of the persons executing on behalf of the Purchaser activities related to the selection procedure of the contractor, including those involved in the bid evaluation process, are excluded from the tender.

Personal or capital affiliation is meant in particular:
a) participation in a company as a partner in a civil law partnership or a personal partnership (partnership under the Commercial Companies Code), holding at least 10% of the shares or stocks (unless a lower threshold results from statutory provisions), performing the functions of a member of a supervisory body or management body, commercial proxy (prokurent), or attorney-in-fact.

b) being in a marital relationship, in a relationship of consanguinity or affinity in the direct line, consanguinity or affinity in the collateral line up to the second degree, or being related by adoption, guardianship or curatorship, or cohabiting with the contractor, its legal representative, or members of the management or supervisory bodies of contractors applying for the award of the contract,

c) being in such a legal or factual relationship with the contractor that there are reasonable doubts as to their impartiality or independence in connection with the public procurement procedure.

III Amendments to the Contract

General principles

It is not possible to make significant changes to the provisions of the concluded agreement in relation to the content of the tender on the basis of which the contractor was selected, unless:

1. the changes concern the execution of additional supplies, services or works from an existing contractor not covered by a basic contract, provided that the following cumulative conditions have become necessary and are met:
   - any change of contractor cannot be made for economic or technical reasons,
   - any change of contractor would cause significant inconvenience or cost to the Purchaser,
   - the value of each subsequent change does not exceed 50% of the value of the order originally specified in the contract.

2. the change does not lead to a change in the nature of the contract and the following cumulative conditions are met:
   - the need to change the contract is caused by circumstances which, when acting with due diligence, could not have been foreseen,
   - the value of the change does not exceed 50% of the original contract value.

IV Other conditions and information

- no conditions are foreseen for substantial amendments to the contract concluded as a result of the tender, except in the cases described in that offer request
- no partial tenders may be submitted
- no possibility of submitting variants is foreseen
- no additional procurement related to the scope of this request is planned, except as described above
- we reserve the possibility of rejecting offers which are not complete and which do not contain all the elements indicated (including declarations and other required attachments), as well as offers submitted after the deadline.
- the submitting party must consent to the processing of personal data (in accordance to the specimen provided)
- the offering party must not be disadvantaged
- the tenderer cannot be associated with the Purchaser personally or in terms of capital
- submission of an offer is tantamount to acceptance of all the conditions and requirements specified in this request.
- The Purchaser reserves the right to change the planned date of contract conclusion and the contract completion date, of which the tenderer will be informed in due time

V Documents to be submitted

The offering party must submit:

1. Complete offer, containing all the required information described in the request (in particular the validity period of the offer, completion time, environmental criterion and the guarantee period)
2. Declaration of lack of connections data (in accordance to the specimen provided at Annex 1 to the request)
3. Declaration of not remaining in a difficult situation (in accordance to the specimen provided at Annex 2 to the request)
4. Statement of consent to the processing of personal data (in accordance to the specimen provided at Annex 3 to the request)
5. List of Formats with speeds guaranteed by the Offering party (in accordance to the specimen provided at Annex 4 to the request), without intervening in formats and dimensions)

For formal and organizational matters, please contact via portal - Baza Konkurencyjności (BK2021) https://bazakonkurencyjnosci.funduszeeuropejskie.gov.pl/.

Attachments to the request for quotation:

1. Specimen 1: DECLARATION OF PERSONAL OR CAPITAL AFFILIATION
2. Specimen 2: DECLARATION OF NOT REMAINING IN A DIFFICULT SITUATION
3. Specimen 3: DECLARATION OF PERSONAL DATA PROCESSING AGREEMENT
4. Specimen 4: RANGE OF FORMATS