**Information on a technical dialogue preceding the announcement of the public procurement procedure having as its object “Implementation of Automatic Fiber Placement Technology” in the Institute of Aviation.**

The Institute of Aviation informs that it is conducting a technical dialogue preceding the award of the public procurement contract having as its object “Implementation of Automatic Fiber Placement Technology” in the Institute of Aviation. All entities interested in participation in the project, with experience in carrying out work which is the object of the intended public procurement and interested in participation in the technical dialogue, are requested to notify their intention giving all information contained in the request annexed to this information.

1. **Name and address of the Inviter**

Instytut Lotnictwa

Al. Krakowska 110/114

02-256 Warszawa

1. **Participants of the technical dialogue**
2. Participants of the technical dialogue can be entities who have implemented at least three Automatic Fiber Placement systems.
3. The number of references will be an important criterion for the selection of participants in the dialogue.
4. **Subject of the technical dialogue**
5. The Institute of Aviation is planning to award a public procurement contract having as its object “Implementation of Automatic Fiber Placement Technology” in the Institute of Aviation.
6. The purpose of the dialogue is to obtain by the Institute of Aviation information that can be used to define a detailed description of the object of the contract, the terms of reference, the content of the contract, estimate the value of the object of the contract and tender evaluation criteria with respecting the principles of fair competition. In particular, it is expected that the dialogue will make it possible to obtain information on the best, most modern and most technically, technologically, organisationally and economically advantageous solutions that may serve the implementation of the above project, and will also enable the preparation of the procedure documentation to get the best solutions in the market and choose the most economically advantageous tender.
7. In the course of the technical dialogue the Inviter will expect:

* the participant to present a proposal of an Automatic Fiber Placement system for the Institute of Aviation.
* determination of all price components affecting the cost of project implementation.

1. It is desirable to provide examples of implementations of Automatic Fiber Placement systems in scientific institutions engaged in conducting research and development for the needs of aviation.
2. **Principles of conducting technical dialogue**
3. The following technical dialogue is conducted on the basis of regulations of Article 31a-31c included in the Act of Public Procurement Law (Journal of Laws of 2013, item 907 with amendments).
4. Detailed principles of conducting the procedure are described in Regulations concerning conducting a technical dialogue proceeding an announcement of the public procurement having as its object: “Implementation of Automatic Fiber Placement Technology” in the Institute of Aviation published on the Institute’s website: <http://ilot.edu.pl/category/przetargi/>
5. Technical dialogue is conducted in a way ensuring the rules of fair competition and fair treatment of potential entities taking part in it as well as solutions offered by them. The dialog aims at obtaining information for preparing a description of the object of public procurement in a range sufficient for initiating procedures connected with granting a public procurement. The Institute of Aviations reserves itself the right to hold dialogues with entities chosen on the basis of established criteria. The technical dialogue will be held separately with entities on dates appointed by the Institute.
6. The Institute of Aviation will make a written protocol. The Institute reserves itself the right to make an audio recording of the dialogue.
7. The required date of finishing the technical dialogue is 14 days after publishing information about it. Time of conducting the technical dialogue can be prolonged if the goals described in the subject of the technical dialogue are not achieved. Entities participating in the technical dialogue will be informed about the fact of prolonging the time.
8. Entities interested in the dialogue will receive an invitation to participate in the dialogue with at least three days’ notice. Participation in the technical dialogue will not be paid. The Institute of Aviation will immediately inform all entities participating in the dialogue about finishing it.
9. The dialogue will be conducted in Polish or English. To documents presented in other languages a translation into Polish and signed by the entity should be attached.
10. Dialogue will be open in its character.
11. By participating in the dialogue the entities give an unconditional consent for using the given information for the needs of preparing a specification of vital conditions of an order, particularly concerning the description of the order’s subject.
12. The announcement is not an invitation to present an offer in the understanding of Article 66 of Civil Codex, neither is an announcement of an order in the understanding of regulations of Act of Public Procurement Law (Journal of Laws, item 907 with amendments) This announcement is not an announcement about a procedure of choosing a civil partner in the understanding of the Law of civil and public partnership, neither for a choice of a licensee in the understanding of the Law of concession for construction works or services.
13. Participation in the technical dialogue is not a condition for applying for any public procurements in the future.
14. **Appointing the place and date of submitting proposals for admission to a technical dialogue**
15. Requests to participate in the technical dialogue can be submitted:

* By mail to: [edyta.sitnik@ilot.edu.pl](mailto:edyta.sitnik@ilot.edu.pl)
* By fax to: 22 846 65 67
* In person at the seat of the Institute of Aviation: Al. Krakowska 110/114, 02-256 Warszawa, Room 1.1B (1st floor)
* Deadline: **24/06/2015; time: 10.00**.

1. The Inviter allows for submitting requests to participate in the technical dialogue (with attachments) in the form of scans of faxes of the original documents.
2. **Conditions of participating in the technical dialogue:**
3. Entities interested in participating in the technical dialogue submit a proposal for admission to the technical dialogue
4. The model of a request to participate in the technical dialogue has been published on the website: <http://ilot.edu.pl/category/przetargi/>
5. The request should be made in a written form, in Polish or English. To the request should be attached documents stating that the person (persons) signing the proposal is authorised to represent the interested entities and the documents mentioned in them. It is allowed to submit requests and attachments in the form of faxes or scans of the original documents.

Attachments:

* Attachment No. 1: Request to participate in the technical dialogue,
* Attachment No. 2: Regulations of the technical dialogue,
* Attachment No. 3: Preliminary technical specifications.