



Price survey on the purchase of spare parts of Hitachi, Doosan and Caterpillar Excavators

- **Subject of purchase – Spare parts of Hitachi, Doosan and Caterpillar Excavators**
- **The detailed description of the requested product : see Annex №2**
- **Deadline for commercial proposals: 28.11.2019 18:00 Tbilisi Local Time**

1. **Organizer: Rich Metals Group**

2. The companies participating in the selection process of contractors confirm their consent to cooperate with the following terms and express their readiness to provide a product with submitted offers and documents. It is possible to specify the information presented in this document by the organizer.
3. The company willing to participate in the process shall submit a commercial offer

The participant must submit a commercial proposal with the following conditions:

- ✓ **Commercial proposal;**
- ✓ **Language: Georgian or English**
- ✓ **The bidder must evaluate the products listed in Annex #2 (Participants must complete: Current Repairs - # 6- # 9 Fields; Overhaul - # 7- # 10 Fields)**
- ✓ **The commercial proposal and attached documentation presented by a candidate shall be signed and sealed by the authorized person.**
- ✓ **The commercial proposal that does not meet these requirements will not be considered.**

The commercial proposal should include the following information:

- ✓ **Prices of the products;**
 - ✓ **Terms of payment;**
 - ✓ **Dates of the goods delivery; As for the terms of the delivery, resident companies must present the unit cost based on the DDP Kazreti, and non-resident companies - FCA terms;**
 - ✓ **Certificates of origin and quality;**
 - ✓ **The guarantee conditions;**
 - ✓ **Requisites: actual and legal address, telephone number of contact person, e-mail Email address, bank requisites;**
 - ✓ **Information about company experience;**
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- **Commission will consider commercial offers only on original/genuine or/and OEM spare parts. (non genuine spare parts will not be considered);**
 - **The company is authorized to enter into contracts with several suppliers according to their offers on certain positions.**

Commercial bids will be valid until the end of the contractor selection process. The above process will be completed after the agreements are signed between the parties.

4. The commercial proposal of a participating company will be considered as the basis for identifying a potential candidate in the contractor selection process.
5. **Anti-Corruption Conditions: Potential Bidder, in case of signing a contract, is obliged to comply with the Anti-Corruption Clause presented in Annex # 1**

Terms of delivery of commercial proposals: All commercial proposals should be submitted to the organizer address: Tbilisi, M. Leksidze str. # 1, lane # 3. The proposal must be submitted in sealed envelope

The envelope must contain the name of the company, the name of the procedure, the telephone number of the contact person.

An envelope that does not meet the above requirements is not accepted.

Contact Information:

Material-Technical Procedures Management Specialist

Lile Pirveli

T +995 579 552 051.

6. **Costs. The Participant shall take responsibility for all expenses related to the preparation and submission of proposals and relevant documents and the organizer is not responsible for any of these costs, regardless of the results of the selection.**

7. The best bid selection criteria:

The participants' proposals are selected based on the following criteria:

- Price;
 - Terms of payment;
 - Quality of the product;
 - Company experience and its reputation on the market;
 - **Compliance with the internal normative documents and policies of the Rich Metals Group;**
 - Ensuring long-term cooperation on the basis of partnership;
8. The rights and obligations of the Organizer of the contractor's selection process: Organizer is authorized to set additional requirements for the participants. If the commercial proposal is incorrect or contains unreliable information, the organizer reserves the right to exclude them at any stage of the selection process. After considering commercial proposals, the organizer will inform the potential applicants with an official letter of interest about the future negotiations with the purpose of signing the contract. The organizer reserves the right not to comment on the interim or final decision. No later than 3 days before the deadline for submission of commercial proposals, the organizer is entitled to make some changes in the contractor selection procedure and notify all participants of the changes in writing.
 9. Overview of the results: If, for any reason, the contractor will not be able to carry out a service that he or she offers, then the organizer will have the right to suspend or terminate the contract and transfer the right of other services to the contractor Without the additional procedures.

10. List of annexes:

Annex № 1 - Anti-Corruption Clause

Annex № 2 - Detailed description of product

Annex № 1

Anti-Corruption Clause

When performing their obligations under this Agreement, the Parties, their affiliates, employees or intermediaries shall not pay, offer or give permission to pay any money or valuables, either directly or indirectly, to any persons to influence any actions or decisions of those persons with the purpose of obtaining any illegal benefits or for any other illegal purposes.

When performing their obligations under this Agreement, the Parties, their affiliates, employees or intermediaries shall not perform any action qualified under the legislation applicable to this Agreement as giving / receiving bribe, commercial bribery, as well as action violating requirements of the applicable legislation and international law on prevention and fight against illegal income legalization (money laundering).

Each of the Parties to this Agreement refuses to encourage the employees of the other Party, including through the provision of sums of money, gifts, performance of work (services) for them free of charge and by any other means not specified in this clause, that puts the employee in a certain dependent position and aims to guarantee the performance by this employee of any action in favor of the encouraging Party.

The Parties acknowledge that their probable unlawful actions and violation of anti-corruption conditions of this Agreement may result in adverse effects – from reduction of the counterparty's reliability rating to substantial restrictions on interaction with the counterparty up to the cancellation of this Agreement.

The Parties guarantee due examination of the facts presented in view of the execution of this Agreement subject to compliance with the confidentiality principles and taking effective measures for elimination of practical difficulties and prevention of probable conflict situations.

The Parties guarantee full confidentiality when fulfilling anti-corruption conditions of this Agreement as well as the absence of adverse effects both for the applying Party in general and for certain employees of the applying Party, who notified of the violation facts.