

Procedure no.: **DZ.262.627.2021/ŻBH**

- Order Template -

DATE OF ORDER:	<h1>ORDER</h1>
ORDER NUMBER:	

THE BUYER: Institute of Low Temperature and Structure Research Polish Academy of Sciences Okólna 2 street, 50-422 Wrocław NIP 896-00-07-258, REGON 000326109	THE CONTRACTOR (<i>name, address, phone, e-mail</i>):
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ORDER OBJECT:
Delivery of scientific-research equipment, i.e. a twin-screw extruder for the Institute of Low Temperature and Structure Research Polish Academy of Sciences in Wrocław, in accordance with the Contractor's offer and the description of the order object in point 3 of the Public Inquiry.

ORDER VALUE including delivery costs or other additional costs:			
[...]			
DELIVERY ADDRESS:	Institute of Low Temperature and Structure Research Polish Academy of Sciences Gajowicka 95 street, 53-421 Wrocław	TIME LIMIT FOR COMPLETION:	up to 80 days from the date of sending the order to the Contractor
ANTICIPATED CONTRACTUAL PENALTIES:	The Buyer may require the Contractor to pay contractual penalties: a) for a delay in the implementation of the agreement - 0.03% of the order value indicated in the order form, for each commenced day of delay, b) in case of withdrawal from the contract by the Buyer for reasons attributable to the Contractor, the Buyer may require the Contractor to pay a contractual penalty in the amount of 5% of the order value indicated in the order form		
BASIS AND PAYMENT DEADLINE:	The Buyer will pay the Contractor the remuneration for the completed contract within 14 days from the date of receipt of a correctly issued invoice.		

THE BUYER:

Acceptance/Approval	First name and last name	Date	Signature
Accepted by: Chief Accountant / Deputy Chief Accountant or an authorized person			
Approved by: Director / Deputy Director of the Institute or an authorized person			

CONFIRMATION OF THE ORDER ACCEPTANCE BY THE CONTRACTOR (in accordance with the representation or the power of attorney granted)		
First name and last name	Date	Signature

- Template of the Acceptance Protocol -

Procedure no.: DZ.262.627.2021/ŻBH

Wrocław, [...]

Acceptance Protocol

The quantity and material acceptance of the Equipment listed below was made on [...]

No.	Name/manufacturer	Model	Type	Serial no	Quantity
1					
2					

1. Complete warranty documents, including documents containing the rules for the provision of warranty services and other documents specifying the terms of the warranty (in Polish and/or English), instructions for using the Equipment in Polish and/or English, relevant CE certificates that meet the expectations and requirements or CE declarations of conformity issued by the manufacturer - **delivered / not delivered¹**.
2. **The warranty period expires on: [.....]**

Pursuant to art. 564 of the Civil Code, the Contractor assures the Buyer that there are no defects in the Equipment being the subject of this Protocol.

This Protocol has been accepted and approved, which the Parties represented by their representatives (persons responsible for the implementation of the contract) confirm by signing.

Contractor's signature:		Buyer's signature:	
First name and last name:		First name and last name:	

Information on the processing of personal data

Pursuant to art. 13 sec. 1 and 2 of regulation 2016/679 of the European Parliament and of the Council (EU) of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/WE, I would like to inform you that:

- the administrator of your personal data is Institute of Low Temperature and Structure Research Polish Academy of Sciences, 50-422 Wrocław, Okólna 2 street;
 - the inspector of personal data protection at the Institute of Low Temperature and Structure Research PAS is Mr. Jakub Wachowiak, contact: iod@intibs.pl,
 - Your personal data will be processed on the basis of art. 6 sec. 1 letter b and c) of GDPR for purposes related to the contract award procedure.
 - the recipients of your personal data will be persons or entities to whom the documentation of the procedure will be made available pursuant to art. 18 and art. 72-74 of the Act of September 11, 2019 - Public Procurement Law (Journal of Laws of 2019, item 2019, as amended), hereinafter referred to as the "PPL Act";
 - your personal data will be stored in accordance with Art. 78 sec. 1 of the PPL Act, for a period of 4 years from the date of completion of the contract award procedure in a manner that guarantees their inviolability, and if the duration of the contract exceeds 4 years, the storage period covers the entire duration of the contract
 - the obligation to provide your personal data directly concerning you is a statutory requirement specified in the provisions of the PPL Act, related to participation in the public procurement procedure; the consequences of not providing specific data result from the PPL Act;
 - with regard to your personal data, decisions will not be made in an automated manner, pursuant to art. 22 of GDPR;
- you are entitled to:

- based on art. 15 of GDPR, the right to access your personal data,
- based on art. 16 of GDPR, the right to rectify your personal data,
- based on art. 18 of GDPR, the right to request the administrator to limit the processing of personal data, subject to the cases referred to in art. 18 sec. 2 of GDPR,
- the right to lodge a complaint to the President of the Personal Data Protection Office, if you feel that the processing of your personal data violates the provisions of the GDPR,

you are not entitled to:

- based on art. 17 sec. 3 letter b), d) or e) of GDPR, the right to delete personal data,
- the right to transfer personal data referred to in art. 20 of GDPR,
- based on art. 21 of GDPR, the right to object to the processing of personal data, as the legal basis for the processing of your personal data is art. 6 sec. 1 letter c) of GDPR.

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signature of an authorized person or having a power of attorney