

Dear all,

In connection with the planned initiation of the supplier selection procedure in the scope of design, supply, erection and commissioning of new gas cleaning plant installation below we present the most important assumptions, steps and principles of cooperation.

Due to the fact that the procedure will be carried out under the co-financing agreement, the supplier selection procedure must be carried out in accordance with the rules resulting therefrom, e.g. with regard to the set deadline for submitting offers, the deadline for supplementing the offer or the need to meet the admittance conditions, negotiation of negotiable formulations.

In order to facilitate the process of selecting a bidder and planning the availability of the bidder's staff participating in the preparation of the offer (as well as participation in a site visit or preparation of necessary supplements to the offer), please read the terms of cooperation in the coming weeks. The principles described below are only a summary of the most important assumptions. All the rules that formalize the choice of the supplier have been included in the Regulations of placing orders and the request for quotation together with attachments.

In connection with the sanitary restrictions and rigors resulting from the situation of the coronavirus pandemic and the internal rigors of the Company in terms of work organization, and in order to meet the bidders' needs in terms of the planned availability of their employees, the Ordering Party prepared a package of organizational solutions for bidders interested in participating in the proceedings.

The first solution is the possibility of conducting an on-site inspection in a remote mode.

The second solution is a recording prepared by the Ordering Party regarding the existing infrastructure of the Company at the Unit in Dąbrowa Górnicza and specific technical conditions that may affect the implementation of the subject of the order.

Below you will find an estimated calendar of further proceedings:

-Official initiation of the procedure: November 17<sup>th</sup>, 2020.

-Planned date for submitting offers: December 18<sup>th</sup>, 2020. (deadline, submitting an offer after this date will result in its rejection)

-Planned date for evaluation and supplementation of offers: from December 19<sup>th</sup> 2020 to 22<sup>nd</sup> of January 2021

-Planned date for starting negotiations: February 2021

-Planned date of signing the contract: March 2021

- Planned date of commencement of the subject of the contract: immediately after contract signature

Please be advised that in order to facilitate the process, the proceedings will be conducted simultaneously in two languages: Polish and English. The bidder will decide in which language they will prepare the offer.

The prepared offer may be submitted in an electronic version to the e-mail address provided in the request for quotation or in a paper version. The possibility of submitting a paper offer at the registered office of the Company requires prior agreement of this form with the representative of AMP.

Communication between AMP and the bidders will be via e-mail and telephone contact with the designated AMP contact persons indicated in the request for quotation.

The leading document under which the procedure is conducted is the request for quotation with attachments. The content of the technical specification (constituting an attachment to the request for quotation) indicates the scope of services and supplies planned for the order. The offer must relate to the indicated scope and indicate a fixed, lump sum price for the performance of the subject of the contract.

A very important element of the planned procedure is the method of evaluating the submitted offers. The assessment will consist of two steps:

- Verification of compliance with the admittance conditions, the fulfillment of which is required from the point of view of the possibility of further evaluation of offers. Failure by the bidder to meet the indicated requirements will mean that the offer will be rejected and will not be subject to further evaluation. The verification will be made on the basis of the checklist indicated in point IV.2 of the request for quotation;
- Evaluation of the submitted offers against the scoring criteria, including: price, technical conditions and the deadline for the readiness to blow the furnace.

In the event of any deficiencies, inconsistencies or doubts, the Company will set a deadline for the bidder to submit the required supplements. If the deadline for delivering the required documents is exceeded, the offer will have to be rejected.

All bidders who have been positively verified in terms of admittance and formal requirements will be invited to negotiate.

After the negotiations, the bidders will be asked to submit an updated offer in the scope of the above-mentioned parameters.

In case of any doubts regarding the content of the documents, please contact the AMP representatives indicated in the content of the request for quotation by e-mail.

Best regards,

Project team

Seq.	step	Estimated deadlines	Key aspects for the bidder
1	Offers submission	30 days from the publication of the RFQ	<ol style="list-style-type: none"> <li>1. Signing a confidentiality agreement;</li> <li>2. Conducting an on-site visit;</li> <li>3. Questions and Answers if occur;</li> <li>4. Offer submission;</li> </ol>
2	Offers evaluation	approx. 30 days after the deadline for submitting offers	<ol style="list-style-type: none"> <li>1. Admittance condition evaluation;</li> <li>2. Supplementing the offers;</li> <li>3. Scoring criteria evaluation;</li> <li>4. Negotiations with bidders;</li> <li>5. Submission of a revised offer;</li> <li>6. Final evaluation of the offers</li> </ol>
3	Contractor selection	approx. 2 weeks days after negotiations	<ol style="list-style-type: none"> <li>1. Publication of information on the results of the procedure</li> </ol>
4	Contract signing	approx. 1 week after contractor's selection	<ol style="list-style-type: none"> <li>1. Signing the contract with the selected bidder.</li> </ol>