



Warsaw, May 15, 2025

Institute of Meteorology and Water Management  
National Research Institute  
61 Podlesna Street  
01-673 Warsaw

## Request for Proposal

### Scope of the order:

**The calibration of one UV radiometer Solar Light model 501.**

**Order completion date:** July - September 2025

### Offer evaluation criteria: Net price (weight 100%)

The Purchaser will award a contract for the services described in this request for quotation to the Contractor who offers the lowest total price for the services and whose tender has been determined to meet the requirements set out in this request for quotation.

### Other essential terms of the contract:

The scope of the service includes in particular:

Calibration of the UV radiometer, Solar Light model 501

- Spectral Response Measurement
- Angular Response Measurement
- Absolute outdoor calibration traceable to the QASUME reference spectroradiometer
- Calibration Certificate

### Requirements for the Contractor:

The Contractor undertakes to perform the subject of the order with the utmost care, in accordance with the applicable principles of best professional practice and applicable legal regulations. The order will be awarded to an entity conducting business activity.

### Description of the method of calculating the price:

The price of the offer should include all costs of the contract. The Contractor is obliged to provide the net price of the service being the subject of the contract, increased by the applicable VAT.

The price given by the Contractor for the service provided is valid for the entire term of the Agreement and will not be subject to indexation.

Payment for the service will be made within 30 days from the date of the correctly issued invoice, in the form of a bank transfer.

**Place and deadline for submitting the offer:** the offer must be submitted in electronic form by 22/05/2025, by 12:00 to the e-mail address [julita.biszczyk@imgw.pl](mailto:julita.biszczyk@imgw.pl);





The Contractor may submit only one offer. The Contractor may introduce changes or withdraw the offer he has submitted before the deadline for submitting offers.

The Contractor conducting business activity based on the business activity register should familiarize themselves with the IMGW-PIB information clause and allow persons whose personal data they may have provided to the Orderer to familiarize themselves with it as part of the procedure (Annex No. 1 to the Request for Proposals).

The Contractor is obliged to attach a declaration with the content as in Annex No. 2 to the offer.

The contact person with the Contractor is Julita Biszczuk-Jakubowska, tel. 518 012 398

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*[signature of the ordering manager  
or a person authorized by him]*

Annexes:

Annex No. 1 – RODO clause

Annex No. 2 – Contractor declaration