



Instytut Meteorologii i Gospodarki Wodnej
- Państwowy Instytut Badawczy
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01-673 Warszawa
NIP: 5250008809

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Warszawa, dnia 26-05-2026 r.

Request for Proposal

Scope of the order: The calibration of one UV radiometers Solar Light model 501 and pyranometer, Kipp&Zonen SMP22-V

Order completion date:: July - September 2026

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 radiometers, Solar Light model 501

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

Calibration of the pyranometer Kipp&Zonen SMP22-V:

- Calibration Pyranometer ISO/IEC 17025
- Calibration Certificate

Requirements for the Contractor:

The Contractor declares that having the appropriate technical potential and people capable of performing the contract. 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 preparing the offer:

The contractor applying for the contract will submit the following documents:

- a) the offer
- b) a signed declaration (Annex 1 to the Request for Proposals).

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.

Invoice payment: 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 3/06/2026 to the e-mail address julita.biszczyk@imgw.pl;

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

The Purchaser reserves the right to decide not to award the order at any stage of the request for quotations for the delivery of the subject of the order (including after the selection of the offer, until the conclusion of the contract by the Parties).

The contact person with the Contractor is Julita Biszczyk-Jakubowska, tel. 0048 518 012 398

Marta Jaworska

Zastępca Dyrektora Centrum Hydrologiczno-
Meteorologicznej Sieci Pomiarowo-
Obserwacyjnej

/kwalifikowany podpis elektroniczny/

*Kierownika Zamawiającego
lub osoby przez niego upoważnionej*

Annexes:

Annex No. 1 – Contractor declaration

Annex No. 2 – RODO clause