Inquiry no: Trzebinia, 24.06.2025 Trzebinia, 24.06.2025

Request for Information (RFI)

Raw materials for the planned ORLEN Południe new Plant

**1. Purpose of the RFI Request**

ORLEN Południe S.A. ("OPD") invites you to participate in the RFI process, the subject of which is mainly to identify the availability and prices of the raw materials listed below. The raw materials will be intended as a input for the newly designed installation for the production of lactic acid. The full scope of the inquiry is defined in the attachment – Questionnaire (one for each product)

The planned location of the installation is Trzebinia (Poland) and this is also the location of deliveries listed raw materials.

After the Process, a database of potential Suppliers will be created, who will be invited to the Purchasing Process (RFP) in the future and with whom we will plan long-term cooperation.

**2. Scope of the inquiry:**

Suppliers are requested to submit information within the scope presented in the questionnaire (Appendix No. 2) for the following items:

**Beet molasses,**  quantity 13740 t/year

**Sucrose (white sugar),** quantity 6500 t/year

**Glucose syrup,** quantity 7000 t/year

**Fructose syrup**, quantity 7000 t/year

**Corn Steep Liquor**, quantity 1232 t/year

**Yeast extract,** quantity 230 t/year

Mentioned scope of RFI is:

**VOLUME -** The Bidder is requested to confirm securing the full volume indicated in this request. In the case of smaller volume possibilities, please provide this information**.**

**PRICE -** The bidder is requested to present the current price, along with additional information whether it is a fixed price for a certain period, SPOT price, or a price based on quotations. Please provide incoterms.

**PRICE FACTORS -** The bidder is asked to provide information on what shapes the price and to present the factors influencing changes in this price.

**TYPE OF CONTRACTING -** The Bidder is asked to provide information on the acceptable form of cooperation - whether these are purchases within single orders or a contract for at least 1 year. Additionally, on this area, we ask for information on the lead time of a single batch.

**TRANSPORT COSTS -** The bidder is requested to provide information on transport costs in the case of DDP Trzebinia deliveries

**RISKS -** The Bidder is requested to provide information in the area of the risks and restrictions known to him that affect deliveries in the event of conclusion of the Agreement (e.g. freight prices, export restrictions,etc.)

**For this purpose, please complete the questionnaire assigned to the selected product, attached to the Proceeding - Appendix No. 2 – Questionnaire**

**I. The formal offer should include:**

Formal criteria (please only accept in the CONNECT System)

1. Declaration of familiarization and acceptance of the applicable principles presented in the Code of Conduct for Suppliers, which has been made available on the website www.orlen.pl according to the path: Responsible Business / Responsibility / Code of Conduct for Suppliers

2. Declaration of familiarization and acceptance of the applicable principles presented in the Anti-Corruption Policy and the Rules for Accepting Gifts, which have been made available on the website www.orlen.pl, according to the path: Responsible Business / Anti-Corruption Policy and Responsible Business / Gift Policy.

3. I declare that I have read and accept the Human Rights Protection Policy in the ORLEN Group applicable in ORLEN S.A., made available on the website www.orlen.pl according to the path: "Sustainable Development / Reports and Indicators / Human Rights Protection Policy". https://www.orlen.pl/pl/zrownowazony-rozwoj/polityka-ochrony-prawy-human-ka

**II. Technical and commercial offer:**

Attaching complete information in two criteria:

• **Attaching a completed questionnaire** - Required information

in the questionnaire, required attachment

• **Technical offer** - Attaching the technical specification TDS and MSDS for the offered Goods, optional attachment

4. Additional questions and contact details:

Please send all questions for additional information and explanations only in electronic form via the CONNECT Platform: https://connect.orlen.pl/. The answer will be provided in the same way. At the same time, ORLEN POŁUDNIE S.A. reserves the right to refuse to answer the submitted questions without giving reasons.

5. Reservations:

The Bidder undertakes to treat all information resulting from the receipt of this Inquiry as confidential.

The information contained in this inquiry may be used only in accordance with its intended purpose, i.e. for the purpose of preparing an offer for ORLEN POŁUDNIE S.A.

The Bidder will make every effort to ensure that the information provided in this inquiry by ORLEN POŁUDNIE S.A. is protected by at least the same means as the Bidder's protected materials.

The Bidder is responsible for maintaining the confidentiality obligation by all persons involved in the preparation of the offer.

Information regarding the fact of inviting the Bidder to respond to this inquiry, the fact of providing an answer, conducting business talks and concluded agreements may be provided by the Bidder only after obtaining written consent from ORLEN POŁUDNIE S.A. to provide such information.

In the event that the Bidder who received this Inquiry does not agree with the above clauses, this material should be immediately returned to ORLEN POŁUDNIE S.A. and all copies (electronic and paper) destroyed.

By joining this procedure, the Bidder voluntarily bears all costs related to preparing and submitting the offer.

Submitting an offer contrary to the terms of the invitation to submit offers and/or after the deadline may result in rejection of the offer.

**6. Contacts (RFI)**

Sprawę prowadzi:

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Zakupy i Zaopatrzenie | Purchasing and Supplying

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