

No. _____ Date _____

**INVITATION**

Dear Ladies/ Dear Gentlemen,
Hereby you are invited to take part in the tender procedure for
Acquisition of 10L and 20L plastic canisters for lubricants filling for LUKOIL LUBRICANTS EAST EUROPE SRL / TEND-LLEE-02-22

A complete set of tender documentation will be provided to you via e-mail / fax (as indicated by you in your participation application) following a review of the Participation Application and the Tender Sheet. To take part in this tender procedure, please fill out the following forms: "Tender Participation Application (Annex 8)" and "Tender Sheet" according to the information below.

1. <http://www.lukoil.com/Company/Tendersandauctions/Tenders/TendersofLukoilgroup/Customer> Lukoil Lubricants East Europe si pe www.licitatiapublica.ro **02.02.2022.**

2. Deadline for submitting the Tender Participation Application and Tender Sheet to enable you to participate in the tender procedure (the only companies to be invited are those that meet the requirements of the Annex 1 – General Information about the tender procedure subject and object and the Call for Tenders requirements) – **04.02.2022, 16:30.**

3. Date of sending the complete tender documentation to bidders who have submitted the Tender Participation Application (Annex 8) and Bidder Sheet and meet the requirements of from the Call for Tenders and its Annexes. – **07.02.2022, 16:30**

4. Deadline for submitting offers by bidders **18.02.2022, 16:30.**

5. Date of opening the envelopes containing the offers: Stage One: Opening of Technical Offer **22.02.2022, 11:00.**

At this stage, envelopes with technical offers will be opened and the documentation will be endorsed by the Tender Committee.

Bidders' attendance is not required.

6. Date of opening the envelopes with offers – Stage Two – Opening of Commercial Offers – negotiation stage:

The opening of Commercial Offers as well as the negotiation will take place on **24.02.2022, 10:30.**

During this stage, the price negotiation phase will take place. The tenderers' presence is not required in the negotiations, but in the absence of one of the bidders, its offer will be considered as it was sent without being able to make any changes.

7. Beneficiary: LUKOIL Lubricants East Europe S.R.L., registered office address in Ploiești, 235, Mihai Bravu str., Prahova county, postal code 100410; delivery address for correspondence Entrance from DN1A, East Ring Road, Gate 5, Romania.

Contact person: Ioana Stancu, Tel. 0758 0780651, e-mail: ioana.stancu@eu.lukoil.com .

Work (service, delivery) performance start date: date of signing of the contract

Work (service, delivery) performance completion date: 12 months starting with date of contract signing.

A complete set of tender documentation will be provided to you, following a review of the Participation Application. «Tender Participation Application» form as well as other information can be obtained using the phone numbers and e-mail addresses stated in the invitation.

Bid validity shall be at least 120 calendar days since the tender date.

Legal Representative _____

Amir Dzhemirzaev