

Competition Regulations
for selection by Ørsted Polska Of Services sp. z o.o.
of the entity managing
the Fund for sustainable development of Choczewo District Local Community

I. Organiser and scope of the Competition

1. The organiser of this competition (hereinafter the Competition) is Ørsted Polska Of Services sp. z o.o. with its registered office in Warsaw, entered in the National Court Register under number 730501, Taxation Identity Number (NIP): 527-285-15-59, hereinafter the Organiser. These Regulations (hereinafter the Regulations) constitute the primary document governing the Competition.
2. The Organiser plans to use the Competition to select an entity to manage the Support Fund for Choczewo District Local Community (hereinafter the Fund) established by the Organiser. The aim of the Fund is to support local initiatives that emerge in Choczewo district (*gmina*) (in Pomorze Province; hereinafter the District)) upon the initiative of residents, groups of residents or local non-governmental organisations, specifically described in point II of these Regulations.
3. The launch of the Fund, and thus the commencement of operations of the entity selected under the Competition, is planned for September 2022 with an intended duration of at least two years (the expected duration of the Fund is currently until the end of 2024).
4. The amount of the Fund amount (currently estimated at about PLN 1 million), its exact duration and detailed rules for its management (such as the expected minimum value of the project financed by the Fund – currently set as PLN 10 thousand) will be ultimately determined in an agreement between the Organiser and the entity that wins the Competition.

II. Purpose of the Competition

1. The aim of the Competition is to select an entity which will manage the Fund established by the Organiser.
2. The Fund is being established in relation to the construction of infrastructure for the purpose of power evacuation from offshore wind farms, in Choczewo District within the framework of the Morska Farma Wiatrowa Baltica 2+3 project, implemented by the Organiser in

partnership with companies from PGE capital group, as well as in the context of the Organiser's cooperation with the investors in offshore wind farms within the framework of the Gmina Napędzana Wiatrem programme, whose aim is to support local initiatives that are to be implemented in the District upon the initiative of residents, groups of residents or local NGOs, in particular in the field of:

- social initiatives, i.e. support for the development of public activity, support for the development of competence of local leaders, support for the implementation of grassroots public initiatives, operation and implementation of public programmes addressed to various groups of residents, activities concerning the integration of generations;
- safety, i.e. support for local volunteer fire departments (retrofitting and training), conducting training and education programmes, support for safety on the water (Volunteer Water Ambulance Services), supporting initiatives (especially from grassroots) improving safety of residents in other ways;
- organising places for local activity, such as meeting places, i.e. supporting development of areas, places and rooms serving the local community (e.g. community centres, shelters, green areas, parks, squares, playgrounds, cultural centres, etc.);
- promotion of cultural and natural heritage, i.e. support for initiatives aimed at cultivating and promoting local examples of cultural and natural heritage (e.g. educational trails, information guides, initiatives promoting local culture, environmental protection), creation of educational programmes;
- development of children and young people, i.e. supporting organisations for children and young people, and supporting activities and programmes addressed to children and young people (organising educational programmes – including on renewable energy sources, organising additional activities, sports).

III. Participants - individual requirements

The Participant in the Competition (hereinafter the Participant) may be a non-governmental organisation as defined in Article 3 (2) or (3) of the Act of 24 April 2003 on public benefit activity and voluntary activities (consolidated text of 2020, Journal of Laws, item 1057 as amended), operating in particular in the form of an ordinary or registered association or a foundation, following a non-profit or not-for-profit formula. The application must be supplemented with an extract from the National Court Register or other documents (statutes, etc.) showing that the Participant has non-governmental organisation status.

IV. Participants - formal requirements

The Participant submitting the offer shall describe and document (in any documentary form specified in the Civil Code):

- the Participant's experience in managing projects similar to the Competition (in particular, in the management of third-party funds, in the allocation of funds to final beneficiaries, in the verification of completed projects in terms of correctness of expenditure and accounting, and in reporting the completion of specific projects);
- the Participant's experience in working with the local community, in particular with non-governmental organisations at municipal level and with entities that are to be beneficiaries of the funds under the Competition, such as state schools, social welfare homes, retirement homes, volunteer fire services, etc;
- completed projects for the local community (including experience of cooperation with local authorities in Poland);
- personnel assigned to carry out the tasks of the Organiser should they be entrusted with the Competition tasks, specifying the time frame for implementing the tasks resulting from the Competition. The description of the personnel referred to in the preceding sentence should include: the full name, position held in the Participant's organisation and a brief description of the person's experience relevant to the subject matter of the task resulting from the Competition. Key personnel for the task should speak Polish and English. The personnel description does not need to be documented.

V. Method for drawing up the offer

1. The Participant's offer should include:
 - the Participant's name/trading name and address, telephone number and e-mail address of the contact person on the Participant's side responsible for the offer and having knowledge about the experience presented therein;
 - a brief description of the Participant's activities and why it should be selected to manage the Fund;
 - a detailed description of experience and personnel that is consistent with the requirements indicated in sec. IV; and
 - signature of the person authorized to represent the Participant.
2. An offer, and an integral part of it, is to have the following attachments:
 - the documents referred to in points III and IV; and
 - if it has the status of a public benefit organization, proper documentation of the status through a court decision or information from a relevant list of PBOs;

3. The Participant is to prepare an offer in English. The documents that are appendices to the offer can be submitted in Polish, should the need arise; the Organiser is to request a translation of individual documents in accordance with the procedure specified in item VI.1 of these Regulations. Communication during the Competition will be in Polish or English, at the discretion of the Organiser.
4. The offers may be submitted by (i) sending a scan of the signed offer or offer in an electronic form to the following e-mail: forChoczewo@orsted.com or (ii) sending the original offer by mail or courier service by 25 July 2022. If the offer is sent by letter/postal or courier, it will be taken into consideration if its receipt is registered not later than on the closing date for submitting offers during the Organiser's office working hours by 4 pm.
5. The Participants may direct any questions concerning the Competition to the Organiser until 18 July 2022 by e-mail, at forChoczewo@orsted.com, to which the Organiser should reply no later than three days before the deadline for submitting offers in the Competition.

VI. Verification of the correctness of the offers, the course of the competition and the criteria for evaluating offers

1. After collecting and initially analysing the submitted offers, the Organiser reserves the right to contact individual Participants, especially in case of ambiguous or incomplete information specified in the offer, or doubts regarding the actual origin of the application from a given entity. A failed attempt to verify the latter will result in the given offer not being considered and not evaluated in the Competition.
2. The offers are evaluated by the Competition Committee appointed by the Organiser and consisting of four persons designated from among the Organiser's employees or collaborators, or other persons indicated by the Organiser (hereinafter the Competition Committee).
3. After receiving the offers, the Organiser conducts the competition in two stages:
 - A. The first stage involves initial evaluation of the correctness and completeness of the submitted offers as well as meeting the criteria of the Competition, especially the Participant's experience. Should the Participant not qualify for the second stage of the Competition, the Organiser will inform the Participant submitting a given offer. The Competition Committee is to select offers of up to 5 Participants who are to be immediately informed about qualifying for the second stage of the Competition.
 - B. In the second stage, the Competition Committee is to have meetings (face-to-face or online) with selected Participants during which they are to discuss, in particular, (i) experience and other components of the prepared offer and (ii) expected cooperation and analyse the offers in detail:

- the Competition Committee will grant from 0 to 2 points for meeting each of the criteria specified above, when comparing the offers with others qualified for the second stage of the Competition (where 0 points means not meeting that specific criteria or meeting them in least scope from the offers qualified for the second stage of the Competition; 1 point will mean meeting the criteria or meeting them at an average level as compared with other offers qualified for this stage of the Competition; whereas 2 points will mean meeting the criteria at the highest level compared with other offers). The points will be awarded in respect of criteria specified in para. IV of these Regulations and the maximum score achievable by the Participant is 12 points. The final points result of the offer will be taken into account when choosing the Participant who is to be selected in the Competition;
- the Organiser wants the Participant with whom the Fund management contract is signed to demonstrate experience and knowledge in managing such funds, to provide a guarantee of proper performance of its duties and to enjoy particular support in local communities – this will also be assessed when meeting with the Participant and will be taken into consideration when deciding on the Competition result. The meeting with the Participant and the discussion is also subject to a scoring scale and the maximum number of points the Participant can obtain is 12 points. The final points result of the offer will be taken into account when choosing the Participant who is to be selected in the Competition.

VII. Information on offer selection / leaving the Competition open

1. After evaluating the offers and meeting the Participants chosen for the second stage of the Competition, the Competition Committee will inform the Participants qualified for the second stage of the Competition on whether or not they have been chosen to manage the Fund on 7 August 2022 at the latest.
2. The offer which obtains the most points in accordance with point VI.B of these Regulations can be chosen by the Organiser as the most beneficial offer.
3. Selection of an offer of a specific Participant as the most beneficial shall constitute the basis for signing the Fund management contract, contents of which will be provided to the Participant soon after its offer is selected.
4. The Organiser reserves the right to not choose any of the offers provided and close the Competition without a result, if the merits of the offers or the number thereof are not representative in the Organiser's view. Under no circumstances does the submission of an offer in the Competition give rise to a claim on the part of the Participant for conclusion of a contract.

VIII. Remuneration

The NGO chosen in the Competition will be granted remuneration for managing the project.

The remuneration will be 15% of the Fund and will be earmarked for the administrative costs of the entity selected in the Competition (salaries, project management services, etc.). Detailed regulations regarding potential additional costs (such as a website dedicated to the project, marketing materials, travel related to the project, etc.) and payment deadlines will be included in the project management agreement.

IX. Miscellaneous and final provisions

1. This competition is governed neither by the provisions of the Public Procurement Law (dated 11 September 2019, unified text of 2021, Journal of Laws no. 1129, as amended) nor by Directive 2014/24/EU of the European Parliament and of the Council of 26 February 2014 on public procurements and repealing Directive 2004/18/EC (EU Journal of Laws L 94 of 28 March 2014, p. 65, as amended).
2. The Organiser may change these Regulations; in such case, these Regulations in amended form will be announced as was the first, albeit the date for submitting offers, as stipulated in point para. V.2 thereof, will be extended as appropriate.
3. The Organiser is also entitled to withdraw this competition without specifying a reason.
4. In matters not regulated herein, specific provisions of law should be applied, in particular about tender procedures (Article 70¹ and subsequent of the Civil Code), unless these Regulations provide otherwise. However, this competition does not constitute a competition in the meaning of Article 921 of the Civil Code.
5. Information on the processing of personal data by the Organiser in connection with the Competition is included in Annex no 1 to the Regulations. The Participant undertakes to provide this information on behalf of the Organiser to the individuals representing the Participant, as well as to other natural persons whose personal data will be provided by the Participant to the Organiser in connection with the participation in the Competition, in particular the Participant's personnel whose personal data is included in the offer within the deadlines resulting from the General Data Protection Regulation (GDPR).

Appendix no 1

Information clause regarding processing of the personal data in relation to the competition for selection by Ørsted Polska Of Services sp. z o.o. of the entity managing the Fund for sustainable development of Choczewo District Local Community (“Competition”)	
Pursuant to Regulation (EU) 2016/679 of the European Parliament and Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (“GDPR”), we inform you of the following:	
Data controller	The data controller of your personal data (“Data”) is Ørsted Polska Of Services sp. z o.o. with its registered office in Warsaw, ul. Chmielna 73, Warszawa 00-801 (“Controller”). Please contact the Controller in matters related to Data at the specified registered office address.
Purpose and legal basis for processing	Data will be processed by the Controller: <ol style="list-style-type: none"> 1) for the purposes related to verifying representation of the Competition’s participant (individuals representing the participant of the Competition) – the legal basis for processing is Article 6 paragraph 1 point f) of the GDPR i.e. the legitimate interest of the Controller consisting in the right to verify the identity of the individual representing the participant; 2) for the purposes related to verifying the participant in order to conduct the Competition and to manage the participation in the Competition (contact persons of the participant of the Competition, personnel of the Competition’s participant) - the legal basis for processing is Article 6 paragraph 1 point f) of the GDPR i.e. the legitimate interest of the Controller consisting in the right to conduct the Competition; 3) for the purposes related to defence against claims, establishing claims and pursuing claims – the legal basis for processing is Article 6 paragraph 1 point f) of the GDPR i.e. the legitimate interest of the Controller consisting in the right to defend against claims, establish claims and pursue claims.
Source of Data	In case of Data collected directly from the individual - providing Data is voluntary, but necessary for the purposes regarding participation of the participant in the Competition. In case of Data collected from other persons than the data subject – the Data is collected from the company in which the individual is employed or with which the individual co-operates or which the individual represents or from publicly available registers – such Data comprise identification data, contact data, data on the position, data concerning experience (in case of personnel indicated in the offer).
Data recipients	Data may be transferred to the Controller’s service providers, including providers of IT services and solutions, external advisors, providers rendering legal, accountancy and audit services, as well as to companies belonging to the same capital group as the Controller.
Retention	Data will be processed during the term of the Competition and will be stored until the lapse of the limitation period in accordance with the binding law provisions.

Rights	You have the following rights associated with the Controller processing the Data: to object to the processing of the Data, to demand access to and rectification or deletion of the Data or restriction of processing and the right to data portability. The possibility to exercise these rights may depend on the basis on which a given category of Data is processed. You also have the right to lodge a complaint with the supervisory authority (i.e. Prezes Urzędu Ochrony Danych Osobowych).
Profiling and transfer to third countries	Your Data is not processed in a manner related to the automated decision-making, including profiling. Your Data is not transferred outside the European Economic Area.