

Summary: Payroll Services for the Poland AP1000 Project**Contracting Authority: BECHTEL POLSKA SPÓŁKA Z OGRANICZONĄ ODPOWIEDZIALNOŚCIĄ****Section 1: Organization Details or Contracting Authority**

Contracting Authority:	BECHTEL POLSKA SPÓŁKA Z OGRANICZONĄ ODPOWIEDZIALNOŚCIĄ , a limited liability company with offices at Aleje Jerozolimskie 100, 00-807, Warsaw, Poland
Country:	Poland
Contact Person:	Name: Paweł Karcz Telephone: +48 780 192 430 E-mail: pkarcz@bechtel.com Office Location: Aleje Jerozolimskie 100, 00-807, Warsaw, Poland Business Center Equator IV, Level 12

Section 2: Notice Details

Owner Name:	POLSKIE ELEKTROWNIE JĄDROWE SPÓŁKA Z OGRANICZONĄ ODPOWIEDZIALNOŚCIĄ (PEJ) , a limited liability company with offices at ul. Jana z Kolna 11, 80-864 Gdańsk, Poland. Correspondence address: Aleje Jerozolimskie 132/136, 02-305, Warsaw, Poland.
Project Description:	Nuclear Power Plant, utilizing AP1000® reactor technology, composed of three (3) specified reactor units and all other nuclear and non-nuclear facilities, with installed capacity up to 3,750MW.
Project Location:	Municipality of Choczewo (Lubiatowo-Kopalino), in the Republic of Poland.
Notice Type:	Company Prequalification and Tender Notice
Bidding Type:	Competitive Bidding
Notice No.:	RFQ No. TBD
Description:	1. Experienced and qualified Companies capable of providing Payroll Services in support of the Poland Nuclear Power Plant. Payroll Services include payroll processing with time and attendance options, statutory contributions and tax reporting, employee administration, contract and leave management, payment and disbursements, compliance and audit support. Specifically looking for services that will include a large construction craft professional workforce, paid monthly against a defined hourly rate structure, with hours captured and approved through a project timekeeping system. Provider Interested companies must register/update their Company's information in Bechtel's iSupplier portal at https://www.bechtel.com/supplier/. If Company has any questions or to express interest in bidding on this requirement, Company shall notify Bechtel's Contact Person. Once notified, Bechtel shall provide the interested party the Poland Prequalification Questionnaire where interested party would complete with response to Bechtel for review. Bechtel notes that previous proven capabilities and experience of similar scale of scope and complexity of the requirements will be mandatory and additional documentation / evidence may be required. 2. The prequalification criteria shall be included in the prequalification questionnaire, examples thereof include demonstration of (i) experience in furnishing similar scopes of Payroll Services in past or current projects, (ii) availability of equipment/personnel/facilities for performance of scope of the required services, (iii) safety record (iv) and quality compliance to ISO

	9001:2015 or quality program that is comparable to ISO 9001 (to be approved by Bechtel and PEJ), (v) compliance to certification of legally mandatory requirements, (vi) financial standing (solvency), and (vii) verification of organizational capabilities. 3. Upon Bechtel's evaluation of your response to the Poland Prequalification Questionnaire, Bechtel will notify if your Company meets, conditionally meets, or does not meet the prequalification requirements that closely match the requirements. Your Company's submission of the Prequalification Questionnaire does not automatically qualify your Company to be a prequalified Company for the Scope. Bechtel reserves the right to exclude any of the following from this Competitive Bidding process: a. any economic operator that is directly or indirectly owned or controlled by an entity from a country not covered by the Government Procurement Agreement ("GPA") with the EU; or b. economic operators who rely in the Competitive Bidding process on capacities of any entities from countries not covered by the GPA with the EU. Such decision of Bechtel shall not be subject to complaint. 4. Each prequalified Company will be required to execute a Non-Disclosure Agreement (NDA). 5. Companies meeting the prequalification criteria and who have executed the NDA will be invited to submit the proposals for Payroll Services. 6. The Request for Quotation (RFQ) shall include the proposal questionnaire(s), scope of work, specifications, drawings, datasheets, terms and conditions, award criteria, and schedule data. The RFQ shall be issued via Bechtel's Digital Supply Chain System automation tool. Supplier User Guides: https://www.bechtel.com/supplier/#registration-Info 7. The scope of work for this package consists of: a. Minimum 10 years of payroll outsourcing experience in Poland, supporting multinational organizations. b. Proven capability to manage payroll for medium and large organizations, including complex employment and reporting requirements under Polish labor and tax regulations. Demonstrated capability in craft-specific pay conditions including shift and site premiums, allowances, per diem and attendance-based incentives. c. Dedicated payroll delivery team in Poland with the ability to support stakeholders in both Polish and English. d. Certified information security and quality management framework. e. At least three references from multinational companies operating in Poland. f. The provider must employ at least 20 professionals dedicated to payroll and HR outsourcing services in Poland. g. Demonstrated experience providing payroll services to an hourly rate construction or industrial craft workforce, paid against a defined rate structure with effective-dated rate changes h. Construction site-based support presence i. Integration with client HR and timekeeping systems j. The provider must be a member of a recognized international professional services network with a substantial global presence and demonstrated financial stability supported by audited financial statements.
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	8. Proposals may be provided in EUR, PLN, USD. Furthermore, the proposals will be requested as lump sum and unit rate order with agreement to unit rates for change management. 9. Award criteria shall be based on a combination of the highest evaluated scored bidder with the consideration of the following key criteria in order of relevance, together with cost which will determine the final decision for the award which will be detailed further in the Bid Document(s) and during RFQ phase. The weighted technical Evaluation shall be based on the following factors: a. Technical Capability b. Previous Proven Relevant Experience c. Delivery / Management Team d. Service Performance e. Quality Program f. Implementation Schedule Compliance 10. Any Companies that do not meet the legally mandatory compliance requirement will be excluded. 11. The procedure for the Company to gain access to classified information, as required, will be subject to compliance with the executed NDA, Applicable Export Laws, Applicable Laws, and Applicable Safeguards Laws which will be included in the RFQ document. 12. The Customer shall be responsible for monitoring the Contractor's compliance with the competitive procedure. Thus, the Contractor shall transmit any complaint received to the Customer. The Customer reserves the right to audit of the Contractor's selection of subcontractors under the competitive procedure, in line with the requirements of the Prime Contract.
Deadline (Pre-qualification Submittal):	September 2026
RFQ Document Issuance:	October 2026 (Forecast – Subject to change)
Supplier Proposals Due:	November 2026
Order Award Date:	February 2027 (Forecast – Subject to change)
Subcontract Completion Date:	2036 (Forecast – Subject to change) Additional delivery schedule information will be provided in the RFQ Package
Updates:	Not applicable
Soft Copy:	PDF copy of the Tender (Bid) Notice to be included
About Contracting Authority:	BECHTEL POLSKA SPÓŁKA Z OGRANICZONĄ ODPOWIEDZIALNOŚCIĄ engaged in the business of engineering, procurement, construction, and project management design and development of commercial nuclear facilities, including facilities equipped with the AP1000® passive-safety pressurized water reactor technology.

Section 3: Legally mandatory compliance requirement, including but not limited to:

Sanctions	The Company shall certify that (i) is not subject to Sanctions, and (iii) do not present a threat to the security interests of the Poland, in particular that they are not (a) a Russian national, or a natural or legal person, entity or body established in Russia or (b) a legal person, entity or body whose proprietary rights are directly or indirectly owned for more than fifty percent (50%) by an entity referred to in point (a) of this Section or (c) a natural or legal person, entity or body acting on behalf or at the direction of an entity referred to in point (a) or (b) of this Section.
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	The Company shall confirm that all subcontractors of any tier will provide that they are not subject to any of criterion mentioned above as a part of the Proposal. “Sanctions” shall mean measures aimed at maintaining or restoring international peace and security enacted by the United Nations and/or the European Union and/or the Poland and/or the US, or any such sanctions law applicable to the Company or undertaking relating to or in connection with this submittal of Prequalification Questionnaire or undertaking's, such as sectoral measures, economic and financial measures, or measures introduced against countries (embargoes), natural or legal persons or groups or non-state entities (blocking measures). Any Companies that do not meet the legally mandatory compliance requirements, as specified above, will be excluded.
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