

Information obligation of the Contracting authority (stage: tender)

Notice on the processing of personal data in connection with the procurement procedure

I. Joint controllers

The joint controllers of the personal data processed in the course of the procedure are:

- Veolia Energia Polska S.A. with its registered office in Warsaw (02-566) at ul. Puławska 2,
- Veolia Centrum Usług Wspólnych Sp. z o.o. with its registered office in Poznań (61-016) at ul. Energetyczna 3,
- Veolia Energia Warszawa S.A. with its registered office in Warsaw (02-591) at ul. Batorego 2,
- Veolia term S.A. with its registered office in Warsaw (02-566) at ul. Puławska 2,
- Veolia Energia Poznań S.A. with its registered office in Poznań (61-016) at ul. Energetyczna 3,
- Veolia Energia Łódź S.A. with its registered office in Łódź (92-550) at ul. J. Andrzejewskiej 5,
- Veolia Industry Polska sp. z o.o. with its registered office in Poznań (61-696) at Al. Solidarności 46,
- Veolia Północ Sp. z o.o. with its registered office in Świecie (86-105) at ul. Ciepła 9,
- Veolia Południe Sp. z o.o. with its registered office in Tarnowskie Góry (42-600) at ul. Zagórska 173,
- Veolia Wschód Sp. z o.o. with its registered office in Zamość (22-400) at ul. Hrubieszowska 173,
- Veolia Zachód sp. z o.o. with its seat in Wrocław (53-333) at ul. Powstańców Śląskich 28/30,
- Veolia Szczytno Sp. z o.o. with its registered office in Szczytno (12-100) at ul. Solidarności 17,
- Veolia Poland Foundation with its registered office in Warsaw (02-566) at ul. Puławska 2,
- Przedsiębiorstwo Wodociągów i Kanalizacji Sp. z o.o. with registered office in Tarnowskie Góry (42-600) at ul. Opolska 51,
- Veolia EKOZEC Sp. z o.o. with its registered office in Poznań (61-017) at ul. Energetyczna 7A,
- Construction Development Center sp. z o.o. with its registered office in Poznań (61-017) at ul. Energetyczna 7A,
- PEC Wągrowiec sp. z o.o. with its registered office in Wągrowiec (62-100), at ul. Jeżyka 52,
- Veolia Energy Contracting Poland sp. z o.o. with its registered office in Warsaw (02-566) at ul. Puławska 2,
- Veolia Mała Kogeneracja Warszawa sp. z o.o. with its registered office in Warsaw (02-591) at ul. Stefana Batorego 2,
- Veolia Mała Kogeneracja Warszawa 1 sp. z o.o. with its registered office in Warsaw (02-591) at ul. Stefana Batorego 2,
- Veolia Mała Kogeneracja 1 sp. z o.o. with its registered office in Warsaw (02-566) at ul. Puławska 2,
- Veolia Mała Kogeneracja 2 sp. z o.o. with its registered office in Warsaw (02-566) at ul. Puławska 2,
- Veolia Mała Kogeneracja 3 sp. z o.o. with its registered office in Warsaw (02-566) at ul. Puławska 2,
- Veolia Small CHP 1 sp. z o.o. with its registered office in Warsaw (02-566) at ul. Puławska 2,
- Veolia Small CHP 2 sp. z o.o. with its registered office in Warsaw (02-566) at ul. Puławska 2,
- Veolia ESCO Polska sp. z o.o. with its registered office in Warsaw (02-566) at ul. Puławska 2,
- Veolia Woda Polska sp. z o.o. with its registered office in Warsaw (02-566) at ul. Puławska 2.

The main content of the Veolia Group's data joint control agreement in Poland is available [here](#).

You may contact the Data Protection Officer of the companies listed above at: inspektor.pl.vpol@veolia.com.

II. Purposes of personal data processing and legal basis for processing

Personal data will be processed:

- to carry out the procurement procedure and to keep a record of the procedure once it has been completed,
- to implement a contract or purchase order,
- to produce summary statistics and analyses for our own purposes.

The legal basis for the processing of personal data by the Contracting authority is Article 6(1)(b) and (f) of Regulation (EU) 2016/679 of the European Parliament and of the Council ("GDPR"), that is, the processing of personal data is necessary for the purposes:

- (i) of performing a contract concluded as a result of the award of the aforementioned contract to which the data subject (or their representative) is a party, or to take action at their request prior to the conclusion of the contract;
- (ii) resulting from the legitimate interests pursued by the controllers or by a third party with

regard to the conclusion of the aforementioned contract, storage of records after the procedure has been completed, and compilation of statistics and analyses for their own purposes.

III. Categories of personal data

As part of the procedure, personal data necessary to conduct the procedure is processed, i.e., the following categories of data:

1. identification details of contractors, members of bodies or representatives of contractors, third parties, subcontractors, and other persons indicated in the documents submitted during the procedure;
2. contact details of the aforementioned persons;
3. education data, insofar as the specification requires such data;
4. seniority data, insofar as the specification requires such data;
5. data on professional qualifications and skills, if the specifications require such data to be provided.

IV. Categories of recipients of personal data

Data may be received by:

1. persons and entities entitled to carry out inspections;
2. persons and entities acting in connection with the exercise of legal remedies by contractors;
3. entities authorised under applicable law (e.g. courts, state authorities);
4. entities providing services to the Contracting authority, such as mail delivery, printing and archiving services, IT and telecommunications, accounting, financial, and tax services, consultancy or legal services.

V. Period for which personal data are stored

1. Personal data will be stored for the duration of the procurement procedure and thereafter for the duration of the retention of the procedure records – currently, this period is 6 years from the point at which operations, purchase transactions and procurement proceedings are finally completed and liabilities are paid, settled or time-barred; and from the termination of any guarantees and warranties for the performance of the contract or order or; 3 years from the last activity on the personal data in the case of the creation of statistics compilations and analyses for own purposes.
2. Notwithstanding the above, personal data will be processed until the expiry of the limitation period for claims under the contract concluded with the contractor as a result of the procedure, as well as claims related to the processing of personal data.

VI. Access to the content of personal data and related rights

1. The person whose personal data will be processed has the right of access to the content of their data and the right to:
 - a. rectification of data;
 - b. erasure, subject to the exemptions indicated in Article 17(2) of the GDPR;
 - c. restriction of data processing;
 - d. request data portability in the case indicated in Article 20(1) of the GDPR;
 - e. object to the processing of their data under the terms of Article 21 of the GDPR.
2. The exercise of the aforementioned rights by the data subject may not be incompatible with the law and, in particular, may not have the effect of altering the outcome of the procurement procedure.
3. The Contracting authority processes personal data collected in the procurement procedure in such a way as to ensure that the data are protected against unlawful dissemination.
4. To exercise the aforementioned rights, please contact the controller or the Data Protection Officer. Contact details are indicated in Section I.

VII. Right to lodge a complaint with the supervisory authority

The person whose personal data will be processed in the course of the procedure, if they consider that the processing of their personal data violates the provisions of the GDPR, has the right to lodge a complaint with the supervisory authority in charge of personal data protection, i.e. the President of the Personal Data Protection Office.

VIII. Source of personal data

In the case of personal data of contractors – natural persons, personal data processed during the proceedings are obtained directly from the data subject, while in other cases they will be obtained by the controller from the following sources:

1. contractors – legal persons and organisational units participating in the procedure, through the tenders, applications and letters submitted within the procedure;
2. publicly available information sources such as the Register of Entrepreneurs or the Central Register and Information on Business Activity

IX. Other relevant privacy information

The provision of data by the data subject is voluntary, but necessary in order to participate in the procurement procedure. Failure to provide such data may prevent the Contracting authority from assessing whether the conditions for participation in the procedure are met and whether a contractor is not subject to exclusion, which may result in the contractor's exclusion from the procedure or rejection of their tender.