

# Institute of National Remembrance

<https://ipn.gov.pl/en/about-the-institute/information-clauses/4625,Information-clause-for-bidders-contractors-without-a-public-procurement-tender-b.html>

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## Information clause for bidders / contractors (without a public procurement tender below PLN 30,000)

- Your personal data will be processed for the purpose of:
- the recognition of market prices and selection of the best bid,

and in the case of selecting a bid and purchasing goods / services for:

- bill / invoice settlement,
- financial reporting.
- Your personal data will be processed on the basis of:
- in the case of point 1a:
- Art. 6 par. 1 letter c of Regulation (EU) 2016/679 of the European Parliament and of the 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), hereinafter " GDPR" (fulfillment of the legal obligation incumbent on the administrator),

- Art. 6 par. 1 letter e GDPR (performance of tasks in the public interest),
- in the case of point 1 b, c also: the Public Finance Act; the Accounting Act; the Tax Ordinance Act; the Personal Income Tax Act; the Regulation of the Minister of Development and Finance on budget reporting; the Regulation of the Minister of Finance on invoicing.
- The President of the Institute of National Remembrance - Commission for the Prosecution of Crimes against the Polish Nation, with its registered office at: ul. Janusza Kurtyki 1, 02-676 Warsaw, Poland is the administrator of your personal data. The personal data administrator will provide appropriate technological, physical, administrative and procedural data protection measures in order to protect and ensure the confidentiality, correctness and availability of the personal data being processed, as well as protection against unauthorized use or unauthorized access to personal data and protection against breach of personal data security.
- Contact details of the Data Protection Officer: [inspektorochronydanych@ipn.gov.pl](mailto:inspektorochronydanych@ipn.gov.pl), mailing address: ul. Janusza Kurtyki 1, 02-676 Warsaw, Poland with the annotation "Data Protection Officer".
- Entities authorized under the law, as well as entities authorized by the Data Administrator may be recipients of your personal data.
- Your personal data will be stored until the data storage obligations resulting from the above-mentioned special provisions expire and in accordance with the deadlines specified in the material list of files in force at the Institute of National Remembrance, specified in accordance with Art. 6 par. 2 of the Act of 14 July 1983 on National Archival Resource and Archives.
- The obligation to provide your personal data is a statutory requirement and necessary to take action before the awarding of a contract or during its implementation.
- With regard to your personal data, decisions will not be made in an automated manner, pursuant to Art. 22 GDPR.
- You have the right to access your data and the right to rectify, delete or limit processing, the right to object to processing, the right to transfer the data.

- You have the right to lodge a complaint with the President of the Personal Data Protection Office when you feel that the processing of your personal data infringes the provisions of the GDPR.

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