

Statement

I, the undersigned,
hereby declare that I have read the information below regarding the processing of my personal data in connection with participation in a public tender for the sale of tangible movable property of the Embassy of the Republic of Poland in Beirut concerning consumables for multifunctional devices, and that I am aware of all my rights referred to in Articles 15–16 and 18 of the GDPR.

.....
/ date and signature /

Information on the processing of personal data by the Tender Organizer:

This information is provided in fulfillment of the obligation set out in Article 13(1) and (2) 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 referred to as the “GDPR”.

1. The controller, within the meaning of Article 4(7) of the GDPR, of the personal data included in the offers is:
The Minister of Foreign Affairs, based in Warsaw, Al. J. Ch. Szucha 23, phone: +48 22 523 00 00;
2. The Minister of Foreign Affairs has appointed a **Data Protection Officer (DPO)**, who performs their duties in relation to data processed by the Ministry of Foreign Affairs and its foreign missions.

Contact details of the DPO:

Office address: Al. J. Ch. Szucha 23, 00-580 Warsaw

E-mail: iod@msz.gov.pl

3. Personal data will be processed on the basis of Article 6(1)(c) of the GDPR in connection with § 17(1) of the Regulation of the Council of Ministers of 21 October 2019 on the detailed procedure for managing tangible movable property of the State Treasury (Journal of Laws of 2022, item 998, as amended), for the purpose of conducting a public tender for the sale of tangible movable property of the Ministry of Foreign Affairs;
4. Providing personal data is necessary to participate in this procedure.
5. Access to the data is restricted to authorized employees of the Ministry of Foreign Affairs, particularly members of the tender committee.
6. The data is protected under the provisions of the GDPR and cannot be disclosed to unauthorized third parties. It will also not be transferred to a third country or to an international organization.

7. Personal data will be processed until the completion of the tender process, and then archived and stored in accordance with the Act of 14 July 1983 on the national archival resource and archives (i.e. Journal of Laws 2020, item 164), and internal regulations of the Ministry of Foreign Affairs based on the provisions of the aforementioned act.
8. The data subject has the right to control the processing of their data, as specified in Articles 15–19 of the GDPR, in particular the right to access their data, rectify it, request its erasure, or limit its processing, if applicable.
9. Personal data will not be processed in an automated manner that would impact decision-making with legal effects or significantly affect the data subject in a similar way. The data will not be subject to profiling.
10. The data subject has the right to lodge a complaint with the supervisory authority at the following address:

President of the Personal Data Protection Office

ul. Stawki 2

00-193 Warsaw, Poland