



GDAŃSK UNIVERSITY OF TECHNOLOGY

FACULTY OF CIVIL AND ENVIRONMENTAL
ENGINEERING

Dean

Order nr: ZZ/6/002/U/2017

Gdańsk, 05.04.2017 r.

P.T. Service Providers

PROCUREMENT NOTICE

On behalf of Gdansk University of Technology, Department of Civil and Environmental Engineering, I inform you about the intention to carry out a public contract for the design, construction and installation of an online traffic accident database, together with analytical tools and a platform for exchanging documents between partners and stakeholders, to the full extent within the framework of the international ERASMUS + project implemented at the Faculty of Civil and Environmental Engineering of the Gdansk University of Technology, based on Art. 4 point 8 of the Act of January 29, 2004 Public Procurement Law (Journal of Laws of 2015, item 2164, as amended) pursuant to Art. 4 point 8 of the Act of 29 January 2004r. Public Procurement Law (i.e. Journal of Laws from 2015r. pos. 2164 with later am.) and I invite you to submit offers.

1. Name and address of the Ordering Party

Gdansk University of Technology,
Department of Civil and Environmental Engineering
ul. G. Narutowicza 11/12
80-233 Gdańsk, Poland
NIP 584-020-35-93
REGON 000001620
Tel: +48 58 347-24-19, 58 347-12-49
Faks : +48 58 347-24-13
Webpage: <http://www.pg.edu.pl>
Opening hours: 7⁰⁰-15⁰⁰

Information on public contracts is placed in the tab "Public Procurement".

Represented by: prof. Krzysztof Wilde, Dean of the Faculty of Civil Engineering and Environment,
acting on behalf of the Rector of the Gdansk University of Technology.



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2. Description and scope of the subject of the contract

Description of the subject of the order

The subject of the contract is the design, construction and installation of an online traffic accident database with analytical tools and a platform for the exchange of documents between partners and stakeholders, collectively referred to as the system for partner institutions and stakeholders in the MENASAFE program in Sweden, Poland, Spain, Egypt, Lebanon and Jordan by 31.05.2017 and full system administration covering min. add / delete data, add/delete information, and protect your system by October 15, 2018.

Scope of the subject of the order

1) Internet accident database:

- database must cover the accidents in Sweden, Spain, Poland, Egypt, Jordan and Lebanon,
- the database must use international road safety databases, including the International Road Traffic Federation (IRF), the World Health Organization (WHO), the World Bank, the data must also be collected from national road safety reports in Sweden, Spain, Poland, Egypt, Jordan and Lebanon,
- the database must include data and trends on the number of accidents, the number of casualties, average, severely injured, the number of collisions of the past 15 years
- accidents data must be prepared for the number of road users, age, country, road length, number of inhabitants, number of Vehicles,
- data must include local practices, standards for traffic accident analysis
- the database should be able to use it by partners and project stakeholders through a readable interface after logging in with the ability to add data by anyone. of them after the administrator's approval,
- database and data list must be available in English and Arabic.
- the database design must be based on a visual identification book: Visual identity and logos - EACEA available at https://eacea.ec.europa.eu/about-eacea/visual-identity_en.

2) Comparative analysis tool

The system should be equipped with a module for performing calculations and displaying data (for example diagrams and graphs) depending on the choice of variables ie. traffic safety, countries and years, the number of inhabitants, road users, the length of roads, the number of residents.

3) Document sharing platform between partners and stakeholders

The platform should allow open source file sharing (shared reports, best practices, and useful content from partner countries and stakeholders). Content must be collected and transmitted by both the Contractor and the project partners.

3. Installation and system administration requirements:

- the contractor is responsible for analyzing, verifying, inserting, updating and deleting records in a database containing historical data (15 years), also for gathering data from partners by email,
- the contractor undertakes to purchase data on road accidents in Sweden, Spain, Poland, Egypt, Jordan and Lebanon,
- the contractor will be obliged to install the system on the hosting server administered and maintained by the Contractor,
- the contractor will be obliged to administer the system in full scope including min. adding / deleting records, information, and securing the system from the end of its installation until October 15, 2018,
- the use of databases, tools, and platforms must be possible through popular web browsers,
- the contractor will review the data and results of the research in and ensure the accuracy and quality of the content of data and results (eg. tables, charts, etc.)
- the performer will perform good quality translations from English to Arabic and Arabic to English



texts available in the system,

- the Contractor shall provide the Ordering Party with a user's manual in electronic form in Arabic and English.

4. The term of service

Design, development and installation of the system until 31.05.2017

Full system administration from 01.06.2017 to 15.10.2018.

5. Terms of participation of Contractors in the proceedings

An order may be awarded to the Contractor who will demonstrate that:

- a) they performed properly during the last three years before the deadline for submission of tenders, and if the period of operation is shorter - during this period at least one service of design, construction and installation of an Internet database in the field of transport (containing at least 100 records);
- b) have or will have at least one person who speaks fluent Arabic and English and has knowledge of Arabic and English terminology in the field of transport.

To confirm the fulfillment of the condition of participation in the procedure, the Contractor shall submit in the tender (the offer template constitutes Appendix No. 1 to this announcement) the list of completed services along with evidence that these services have been duly performed and a list of persons who will be participating in the performance of the contract.

The contractor who fails to meet the conditions for participation in the proceedings will be excluded and his offer will be rejected from the proceedings

6. Description of how the bid price is calculated.

- a) the offer price should be calculated taking into account all elements related to the correct and timely execution of the order.
 - b) the costs incurred by the Contractor and not included in the price of the offer will not be billed by the Ordering Party.
 - c) the price of the offer is the price specified on the form "OFFER" (the form is enclosure 1 to this announcement).
 - d) the Ordering Party requires the Contractor to calculate the bid price in euro.
 - e) Polish Contractor shall calculate the price of the tender in euro, inclusive of VAT (gross) accurately to two decimal places.
 - f) a foreign Contractor established in the European Union or in a third country calculates the price of the offer in euro, excluding VAT (net), to two decimal places.
 - g) foreign Contractor established in third countries (outside the European Union) calculates the price of the offer including customs duties and customs costs (Incoterms 2010 DDP - excluding VAT).
7. The offer price will not be subject to any negotiations.
8. The price specified in the offer is binding for the entire duration of the offer and will be binding on the contract concluded.
9. All settlements between the Ordering Party and the Polish Contractor will be carried out, according to the Contractor's declaration expressed in the offer, in EURO or PLN currency.
10. Any settlements between the Ordering Party and the foreign Contractor will be carried out, in accordance with the Contractor's declaration expressed in the offer, in EURO currency or indicated in the offer of foreign currency, which is legal tender in the Contractor's country.



11. In the case of Contractors jointly applying for the award of contracts, settlements will be made only with the plenipotentiary.
12. The price quoted in the offer will not be subject to valorization during the contract term.
13. If the offer is made in the proceedings, the choice of which would lead to the creation the ordering party's tax obligation in accordance with the provisions of the tax on goods and services, ordering to evaluate such an offer will add to the price of goods tax included in it and services that would be required to settle in accordance with those provisions. The Contractor, when submitting the offer, is obliged to inform the Ordering Party that the selection of his offer will lead to the inclusion in the contracting party of the tax obligation.
14. Confirmation of the performance of the contract and terms of payment
 - a) Confirmation of the performance of the order will be signed by both parties pass-acceptance protocol without reservation, which is the basis for the invoice issued by the Contractor.
 - b) In case of subcontracting, the Contractor bears full responsibility to the Ordering Party for their actions or omissions.
 - c) Payment will be made in two parts:
 - 50% of the price of the offer after the design, construction and installation of the system, within 21 days from the date of receipt by the Ordering Party of a properly issued invoice;
 - 50% of the price of the offer, for full system administration, within 21 days from the date of receipt by the Ordering Party of a properly issued invoice. The invoice must be issued in the first half of September 2018.
15. Person authorized to contact the Contractors

Person authorized by the Ordering Party to contact Contractors in related matters with the order: Maciej Sawicki, email: msawicki@pg.gda.pl.
16. Required closing date for the offer: 30 days.
17. Criteria for evaluation of tender

When choosing the most advantageous offer the Ordering Party will be guided by the following evaluation criteria: the offer price of 100%.
18. The Ordering Party will award the contract to the Contractor, who submits an offer that meets the terms of the contract and will propose the lowest price.
19. If two or more bids with the same price are submitted, the Ordering Party will call the Contractors who submitted these tenders to submit additional tenders within the time limit specified by the Ordering Party.
20. Contractors submitting additional offers can not offer prices higher than those offered in previously submitted offers.



21. How to submit an offer

The offer according to the template constituting Appendix No. 1 to this inquiry should be submitted in writing to the following address: Gdansk University of Technology, Faculty of Civil and Environmental Engineering, 80-233 Gdańsk, ul. Narutowicza 11/12, Main Building PG, Wing B, ground floor, room 011 or via email in the form of a scan offer to: szp@wilis.pg.gda.pl or by fax at 58 347-24-13 by no later than 14.04.2017 until 12:00. Contact person at the Ordering Party: Maciej Sawicki.

22. Agreement

The contractor, when submitting the offer, undertakes, in the case of the selection of his offer as the most advantageous, to sign a contract in accordance with the specimen enclosing the enclosure 2 to the present notice, within the time indicated by the Ordering Party.

23. The Ordering Party reserves that this notice is a call for tenders and does not constitute an offer and that the offer of a contractor by this invitation does not constitute an order by the Gdańsk University of Technology or any other contract, and is not connected with the necessity of conclusion by the Ordering Party.

Appendix nr 1 – Offer template

Appendix nr 2 – Agreement template

On behalf of Ordering Party


Dziekan
prof. dr hab. inż. Krzysztof Wilde
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