



CONTRACT AWARD NOTICE

Gdańsk University of Technology, Faculty of Applied Physics and Mathematics, acting pursuant to art. 4d para. 1 point 1 of the Act of January 29, 2004 - Public Procurement Law (Journal of Laws of 2017, item 1579) in connection with art. 30a of the Act of 30 April 2010 on the rules for financing science (Journal of Laws from 2014, item 1620, as amended), informs about the intention to award a public contract to provide a '*Compact laboratory gas mixer for accurate control and large dynamic mixing ratio of two gases and (vaporized) fluid*' and invites you to submit tenders.

1. Description of the object of Contract:

Detailed description of the object of Contract:

The object of Contract is - *Compact laboratory gas mixer for accurate control and large dynamic mixing ratio of two gases and (vaporized) fluid*. – 1pc.

Specifications that this equipment has to meet:

- The instrument needs to indicate the made mixture as partial pressure (ppm).
- The instrument has to ensure time-based programming by computer software.
- The component- and total flow need to be available as:
 - grams per minute
 - moles per minute
 - ml(n) per minute (n-normalized: 0°C, 1013.25 mbar)
- Mixing range for all components (Air, O₂, Ar, N₂, H₂O): 100 ppm - 100%
- Mixture humidity range: 0.002 – 100 % absolute humidity
- Mass flow controllers calibrated with real gas curves, individual for each gas
- Maximum unit size limited to 30x30x30 cm
- Maximum mass of the unit 15 kg
- Unit is controlled by PC via USB interface
- PC software for the control of the unit is attached
- Unit equipped with heated gas line, at least 1 m long, and of maximum temperature not lower than 150 °C.

2. Guarantee requirements:

The Ordering Party requires the Contractor to provide a guarantee for the offered *Compact laboratory gas mixer for accurate control and large dynamic mixing ratio of two gases and (vaporized) fluid* for a minimum of 24 months. The guarantee period will be counted from the date of signing the delivery and acceptance protocol without any reservations.

3. Deadline for the performance of the Contract:

Required deadline for the performance of the Contract: up to 6 months from the date of payment of 70% of the order value.

4. The offer should include:

- a) the object of the Contract;
- b) the price, including all costs necessary to perform the Contract in PLN / USD *;
- c) the deadline for order completion;
- d) the guarantee period for the object of the Contract;
- e) the validity period of the offer.

5. Description of how to calculate the offer price:

- a) the price of the offer is the price specified in the "OFFER/TENDER" form (the model form is attached as Appendix 1 to this Contract Award Notice);
- b) the price must be specified in Polish zlotys or USD;

- c) the offer price should be determined in gross value (including VAT) in the case of submission of an offer in Polish zlotys, with an accuracy of two decimal places;
- d) in the case of submitting an offer in a currency other than PLN, the offer price shall be converted into PLN according to the exchange rate of the National Bank of Poland, Table A, valid on the day set as the deadline for submission of tenders;
- e) if the Contractor is established outside the territory of the Republic of Poland, they will issue an invoice for the net price. The Ordering Party shall pay VAT to the Tax Office in accordance with the provisions on intra-Community acquisitions of goods in the amount corresponding to the territory of the Republic of Poland;
- f) the offer price should be calculated taking into account all costs necessary for proper performance of the Contract, in particular: the purchase price of the order, transport costs to the registered office of the Ordering Party, guarantee, possible customs fees, costs of packaging, bringing and specialized training for users.

6. The offer/tender (the model form is attached as Appendix 1 to this Contract Award Notice) should be submitted **by (date) 15.01.2018 until (hour) 09:00** in writing to the following address: Gdańsk University of Technology, Faculty of Applied Physics and Mathematics, 80-233 Gdańsk, ul. G. Narutowicza 11/12, Main Building, room 103 or **by e-mail to: zam.publiczne@mif.pg.gda.pl giving the title of the e-mail ZZ/02/019/D/18.**

Offers submitted in electronic form should be made in the form of a scan of the original document and must necessarily include the signature of the person submitting the tender. The Contractor may ask the Ordering Party to clarify the content of the Notice by e-mail at the following address: **zam.publiczne@mif.pg.gda.pl.**

7. Description of criteria that the Ordering Party shall be guided by in the selection of the offer, together with the weighting of these criteria and the manner of bid evaluation. The offer that presents the best balance of points in the criteria: the gross price of the object of the Offer, the date of delivery of the order, the guarantee period, shall be considered the best offer. The Ordering Party shall assign to the above criteria the following meaning (weights):

- a) Price – 60 points

The point rating of offers for the price criterion shall be made according to the following formula:

$$P_c = \frac{C_n}{C_b} \times 60 \text{ pkt}$$

where:

P_c - number of points awarded to the offer in question according to the "Price" criterion

C_n - the lowest offer price among the submitted bids to be assessed

C_b - the price of the offer in question

- b) guarantee period - 40 points

The 'guarantee period' criterion shall be assessed on the basis of the guarantee period (given in months) provided by the Contractor in the 'Offer' attachment as follows:

- over 24 months (up to 60 months): 40 points
- 24 months: 0 points

$$P_g = \frac{(G_b - G_{min})}{(G_{maks} - G_{min})} \times 40 \text{ pkt}$$

where:

P_g - number of points awarded to the offer in question according to the criterion 'Guarantee period'

G_b- guarantee period of the offer in question

G_{min}- minimum accepted guarantee period

G_{maks} - maximum guarantee period accepted

For the needs of the formula:

* Minimum accepted guarantee period - 24 months

* Maximum guarantee period - 60 months

If the printed offer form does not include the guarantee period, the Ordering Party shall consider that the Contractor shall grant a 24-month guarantee, and shall not award the Contractor any points. The Ordering Party assesses the guarantee period up to a maximum of 60 months. If the Contractor offers (in the 'offer' form) a guarantee period of more than 60 months, the Ordering Party shall accept the maximum guarantee period accepted by them, i.e. 60 months.

Total number of points for both criteria:

$$P_o = P_c + P_g$$

where:

P_o – total number of points for both criteria

P_c – number of points awarded to the offer in question according to the 'Price' criterion

P_g – number of points awarded to the offer in question according to the criterion 'Guarantee period'

The Ordering Party shall sum up the points awarded in the criterion of the gross price of the object of the Contract, the deadline of the Contract, the guarantee period. An offer can be awarded a maximum of 100 points.

The Ordering Party shall award the contract to the Contractor, whose offer will meet all the conditions of this Contract Award Notice and will be assessed as the most advantageous one, based on the selection criteria given above.

In the event that two or more offers with the same price are submitted, the Ordering Party shall call the Contractors who submitted these offers to submit additional offers within the time specified by the Ordering Party. Contractors submitting additional offers may not offer higher prices than those offered in previously submitted offers.

8. The Contractor submitting the offer undertakes, in the case their offer is selected as the most advantageous one, to sign a contract with the content in accordance with the model constituting Appendix No. 2 to this Notice, within the time indicated by the Ordering Party.
9. The Ordering Party reserves the right to annul the proceedings at any time without giving reasons.
10. The Ordering Party stipulates that this Notice is an invitation to submit tenders and does not constitute an offer, and receiving the Contractor's offer as a result of this invitation is not tantamount to placing an order by Gdańsk University of Technology or does not oblige the Ordering Party to sign any contract.

Dyrektor Administracji

APPROVED BY:

mgr inż. Marek Żabczyński
WYDZIAŁ FIZYKI TECHNICZNEJ
I MATEMATYKI STOSOWANEJ
(4)

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(signature of an authorized person)