

IO/ZN/2/2017

Sopot, July 19, 2017

## CONTRACT AWARDING NOTICE

for

**delivery of Membrane Inlet Mass Spectrometer (MIMS) for the Contracting Authority – the Institute of Oceanology, Polish Academy of Sciences in Sopot**

### Name and address of the Contracting Authority

Institute of Oceanology Polish Academy of Science  
ul. Powstańców Warszawy 55  
81-712 Sopot, Poland  
Fax (48 58) 551 21 30  
Email: [office@iopan.gda.pl](mailto:office@iopan.gda.pl)

### I. The legal basis

The legal basis for the procedure is art. 30a of the Act of 30 April 2010 on the Principles of Financing Science (Journal of Laws of 2014 No. 96, item 1620 as amended) and art. 4d, paragraph 8 point 1 of the Act of 29 January 2004, the Public Procurement Law (Journal of Laws of 2015, item 2164, as amended).

### II. Description of the subject of contract

1. The subject of the procedure is the delivery of **Membrane Inlet Mass Spectrometer (MIMS) for the Contracting Authority – the Institute of Oceanology, Polish Academy of Sciences in Sopot**
2. CPV code: 38433000-9 (Spectrometers), 38500000-0 (Checking and testing apparatus).
3. Description of the device:
  - 1) Detects air gases in water including stable isotopically labeled gases 0-100 amu (0-200 amu or 0-300 amu optionally available);
  - 2) Can be applied to CO<sub>2</sub>, CH<sub>4</sub>, DMS, and other low molecular weight dissolved gases;
  - 3) Circulating refrigerated/heated water bath ( $\pm 0.01^\circ\text{C}$  stability);
  - 4) Peristaltic Pump;
  - 5) Inlet, complete: tubing, valves, membrane assembly (minimum 2);
  - 6) Faraday and SEM detectors;
  - 7) Direct measurement of dissolved N<sub>2</sub>, O<sub>2</sub>, and Ar concentrations in environmental water samples;
  - 8) Does not require headspace equilibration;
  - 9) Analysis time of 90 seconds per raw water sample;
  - 10) Precision of dissolved N<sub>2</sub>, O<sub>2</sub>, and Ar measurements (triplicate samples): 0.1%;
  - 11) Precision of gas ratio (N<sub>2</sub>/Ar and O<sub>2</sub>/Ar) measurements (triplicate samples): 0.03%;
  - 12) Sample volume as small as 5 ml at stated precision;
  - 13) Isotope ratio (<sup>15</sup>N/<sup>14</sup>N and <sup>18</sup>O/<sup>16</sup>O) measurement on dissolved N<sub>2</sub> and O<sub>2</sub>;
  - 14) Isotopic composition of (28,28,30) N<sub>2</sub> with additional standardization unit.
4. The subject of the procedure includes delivery of a control unit (laptop) with software needed for device operation within the declared bid price (net value).
5. All elements of the procedure (including control unit and operating system installed on the unit) should be fully compatible with each other and enable full usage of the equipment.
6. The Contractor shall install software needed for device operation on the control unit. Additionally, the Contractor shall provide the Contracting Authority with the installation version of the software on data carrier (e.g. USB stick, CD).
7. The Contractor shall provide installation of the device and training of the users in the registered office of the Contracting Authority within the declared bid price (net value).
8. The Contracting Authority hereby states that only the minimum requirements were set out in the detailed technical specification of individual elements. The Contractors may offer the devices with the same or better specification in their bids. Shall the description of the subject of contract contain any trademarks, patents or other proprietary or exclusive rights, or if the origin of the subject of contract or part thereof was determined - it must be assumed that the Contracting Authority, due to the nature of



- the subject of contract, provided such description with an indication of the type of the subject of contract and allows bids equivalent in terms their visual appearance, functionality, functional and performance parameters not worse than those given in the description of the subject of contract.
9. Subject of contract must be new, free from defects or damage, not used, free of third-party rights.
  10. The subject of the procedure (including i.a. control unit) should have minimum **12 months warranty** counted from the date of signing the final acceptance protocol by the Contracting Authority without reservations.
  11. **Within the declared bid price (net value) the Contractor will provide the equipment to the Contract Authority's register office.**
  12. The Contractor shall provide the Contracting Authority with:
    - a) complete documentation (including at least one copy of the operating manual) in Polish and/or in English,
    - b) all licenses for software delivered within execution of the Agreement (including operating system installed on control unit), if required for usage,
    - c) warranty or other documents, if required for the exercise of rights by the Contracting Authority,
    - d) the installation version of the software for device operation on data carrier (e.g. USB stick, CD).
  13. The price (net value) quoted in the bid shall include all costs associated with the execution of the contract, including cost of the object of the contract (including control unit, documentation and software), cost of packaging and transport to the place of destination, cost of insurance during delivery to the place of destination, cost of installation and training as well as cost of warranty and warranty service.
  14. The Contracting Authority allows the bids to be submitted and settled in the following currencies: PLN, EURO or USD.

### **III. Deadline of the implementation of the contract and place of delivery of the subject of contract:**

1. Delivery deadline: not later than within **8 weeks** from the date of signing the agreement.
2. Place of delivery of the subject of Contract: **ul. Powstancow Warszawy 55, 81-712 Sopot, Poland.**

### **IV. Terms and procedure of payment:**

1. The contract is funded from project "**Modelling of the impact of the agricultural holdings and land-use structure on the quality of inland and coastal waters of the Baltic Sea set up on the example of the Municipality of Puck region - Integrated info-prediction Web Service WaterPUCK**" from the BIOSTRATEG III Program within the NCBiR funds.
2. The cost of duty and VAT (the tax on goods and services) will be settled and paid by the Contracting Authority, provided that and if it is required pursuant to the relevant custom and tax provisions.
3. The payment for the execution of the Contract will take place on the basis of the invoices delivered to the Institute of Oceanology, Polish Academy of Sciences in Sopot in two parts:
  - a) First installment: **80% of remuneration** – after delivery of the equipment to the register office of the Contracting Authority following the signing the acceptance protocol of the equipment by the Contracting Authority without reservations
  - b) Second installment: **20% of remuneration** - after successful installation of the equipment and training of the users following the signing the final acceptance protocol of the subject of the procedure by the Contracting Authority without reservations.
4. Payment will be transferred from the account of the Contracting Authority to the Contractor's account within 14 days from the date of signing of the respective acceptance protocol without reservations and after receipt of the invoice properly issued by the Contractor.
5. All essential terms and requirements can be found in the **draft of the agreement (appendix no 2 to the notice)**

### **V. Criteria for evaluation of bids**

**Price – 100%**



## **VI. Place and date and form of submission of bids, information regarding the procedure**

1. **The Bid signed by a person authorized to act in the Contractor's name should be submitted not later than on July 27, 2017, 10:00 am:**
  - 1) in person (by post, courier) to the registered office of the Contracting Authority – room 107,
  - 2) by fax : (48 58) 551 21 30
  - 3) by email – mmasnicka@iopan.gda.pl- entitled „The Bid for the **delivery of Membrane Inlet Mass Spectrometer (MIMS) for the Institute of Oceanology, Polish Academy of Sciences in Sopot - IO/ZN/2/2017**”.
2. The Contractor shall prepared offer accordingly to the Appendix no 1 to the notice – Bid form.
3. **The Contractor should also submit with the bid offer the Technical Specifications of offered devices confirming that the offered devices meet the requirements described in Chapter II of the notice.**
4. The Contracting Authority allows submission of bids and other documents in Polish or English.
5. The Contracting Authority does not allow partial bids.
6. The bid must be complete and must include all the elements and take into account all the conditions listed in the notice. The bids which would not include even one element shall be rejected as the bid which failed to comply with the requirements set in the notice.
7. The offers submitted after the deadline set in point 1 will not be taken into consideration.
8. The Contractor shall bear all costs associated with the preparation of the bid.
9. The Contracting Authority may modify the content of the Contract awarding notice any time prior to the deadline for submitting bids. Any modification to the Specification shall be promptly placed on the website where the Contract awarding notice was provided. Each modification of the Specification becomes its integral part and its binding for the Contractor.
10. **A person duly authorized to directly contact the Contractors: Malgorzata Masnicka: mmasnicka@iopan.gda.pl**
11. The bid validity period is 30 days, which begins with the deadline for submission of bids.
12. In the case of bids submitted in currencies other than PLN, as well as in case of the necessity to compare the bids in various currencies, the Contracting Authority shall convert the offer price into PLN at the average exchange rate of the currency announced by the National Bank of Poland as of the final day of submitting of the bids.
13. **In case the Contractor is an entity with its registered office outside the territory of the Republic of Poland the Contractor shall quote only the net value.** In order to evaluate such an bid offer, the Contracting Authority shall increase the bid price by adding the tax on goods and services (VAT).
14. Promptly after the selection of the best offer the Contracting Authority shall inform the Contractors who submitted offer about of the results of this procedure. The Contracting Authority shall also place the Information about of the results of this procedure on its website.
15. The Contracting Authority reserves the right to cancel the procedure without the selection of the best offer.
16. The Contracting Authority shall sign the Contract with the Contractor, whose offer was selected as the best offer, according to the agreement draft set out in Appendix no 2.
17. Before signing the Contract The Contracting Authority may asked the Contractor to submit the relevant abstract from the register or other documents accordingly to which the person signing the Contract is authorized to act in the Contractor's name.
18. After signing the Contract The Contracting Authority will promptly place on its BIP site information regarding the contract awarding procedure giving the name of the entity with whom the Contracting Authority has signed the contract or information about not awarding the contract.

### Appendices:

1. Bid form – Appendix no. 1.
2. Agreement draft – Appendix no. 2.

**NOTICE: The English version of the Contract Awarding Notice is only for informational use. In case of discrepancy between the Polish and the English version of the Contract Awarding Notice, the Polish version shall prevail.**