



UNIVERSITA' DEGLI STUDI
C A G L I A R I

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Monserrato, 12/12/2011

CIG: 3687545266
Prot. 24557/2011

Reference: Invitation letter to present an offer for a purchase according to ex art. 125 D. Lgs. 163/2006 .

Dear madam/sir,

We kindly invite you to present your best quotation in a simplified tender for a purchase according to ex art. 125 D. Lgs. 163/2006.

In the following, we describe the purchase procedure:

- a) **Reference:** Supply, delivery and installation of **an automatic gas analyzer**. The successful company is required to include in the quotation the “on site” and Full Risk delivery and warranty against any malfunctioning of the system for a minimum period of 12 (twelve) months after successful commissioning.
- b) **Deadline for presenting quotations:** 16 January 2012, 1.00 p.m.
- c) **Validity of the quotation:** 90 days.
- d) **Deadline for delivery and installation:** 90 days after the announcement of the successful tender.
- e) **Selection Criteria:** Value for money. Maximum price of the tender €55.000,00 (fifty five thousand) VAT excluded.
- f) **Evaluation elements:**

1) Technical Offer **up to 60/100 points**

These will be evaluated taking into account:

1. Minimum technical specifications (20 points)
2. Improved technical specifications (20 points)
3. Available attachments for future upgrade (10 points)
4. Technical quality of the assistance and technical support service (5 points)
5. Scientific and technical training of the users (5 points)

The details of the technical characteristics of the offer are reported in the attached **Technical Specifications**. Companies getting less than 36 points (60% of the highest score) will not be considered any further.

2) Financial Offer

up to 40/100 points

The highest score (40 points) will be given to the company offering the lowest price (O_{\min}). The other companies will obtain scores inversely proportional to their offers (O_x) according to the following formula:

$$\text{Points} = 40 * (O_{\min} / O_x)$$

Rounded to the first decimal place.

- g) **Requirements of the tendering company:** in the quotation the tenderer must declare that:
1. they meet all their legal obligations relating to insurance and welfare;
 2. they observe all requirements relating to safety in the workplace and payment of employees;
 3. they accept the contractual conditions reported in this invitation letter;
 4. they pay all their taxes and welfare contributions.

The Department might verify this requirements are really met by the successful tender

- h) **Deadline for paying the invoice:** 60 days after the end of the month of the date of the invoice.
- i) **How to send the offers:** The offers must be sent in a sealed envelope using postal services (registered mail with delivery confirmation), or authorized private couriers, or delivered in person, to the following address:
Dipartimento di Scienze Chimiche - Università degli Studi di Cagliari
S.S. 554 bivio per Sestu, 09042 Monserrato (CA) – Italy
Offers arriving after this date will not be considered, whatever the cause may be. The on time delivery is the responsibility of the sender and the date of the postal stamp will not be considered.
The envelope must contain two sealed envelopes marked “Envelope A: Technical Offer” and “Envelope B: financial offer”.
- j) **Evaluation procedure:** The sealed envelopes will be opened in a public session in the meeting room of the “Dipartimento di Scienze Chimiche” (Università degli Studi di Cagliari) on 18 January 2012 at 9.30 a.m. by the Evaluation Committee chaired by the Head of the Department. The envelopes containing the technical offers will be then opened. In a private session the Committee will evaluate the technical offers and give the number of points. By 1 p.m. the Committee will publicly reveal the scores of the technical offers. They will then open the financial offers, calculating the points, and hence the final scores, and the successful tender will be the one with the highest final score.
- k) **Advertising procedure:** This invitation letter will be sent at least to five companies chosen on the basis of a market research. It will also be shown on the Department website (<http://unica2.unica.it/segscchi/gare.htm>) to allow other companies to participate. The final results of the tender will also be shown on the sated website.
- l) **Privacy:** In accordance to art. 7 and 13 D. Lgs. 30 June 2003, n. 196, all the information supplied by the company will be used only for contractual and institutional purposes, to comply with privacy regulations, and they will not be supplied to others, apart from legal requirements. The person responsible for storing/safeguarding? personal data is the Head of the Department, Prof. Italo Ferino.
- m) **Person responsible for the tender procedure:** Head of Department, Prof. Italo Ferino.
- n) **Appeal procedure:** According to art. 25 of the “Codice di Procedura civile”, Cagliari tribunal will be competent.

Attached to this invitation letter: **Technical Specifications.**

Yours Sincerely.

The Head of Department
Prof. Italo Ferino

Technical specifications for the supply of an automatic gas analyzer

1. Minimum technical specifications (20 points)

The technical specifications reported below, represent the minimum requirements for the order:

- Surface area measurements starting from 0.01 m²/g
- Pore size distribution in the range 0.35-500 nm
- Pore volumes down to at least 10⁻⁴ cc/g
- Possible gases to be used: nitrogen, argon, krypton, helium, CO₂
- At least four gas entries
- Primary pump
- High vacuum pump
- At least three transducers (1, 10, 1000 mmHg)
- Pirani gauge for measuring pressure
- Liquid nitrogen dewar
- At least two de-gasing stations which can go up to at least 450°C
- Software for controlling the instrument and for analyzing data
- Software must be able to use at least the following methods: BET, DR, Langmuir, t-plot, alfa-s plot, BJH, HK, NLDFT
- CE Mark
- Warranty for 12 mths.

In order to assign the score we will take into account in particular:

- Comparison of the technical specifications and performances corresponding to the different offers
- Possibility to upgrade the instrument and easiness of the upgrade

The companies are allowed to insert data, pictures, sketches and other elements useful to completely evaluate products and materials.

2. Improved technical specifications (20 points)

In order to assign the points we will take into account in particular:

Surface area measurements starting from smaller values compared to the minimum characteristics

Pore size distribution determination in the micropore range

Pore volume determination down to smaller values compared to the minimum characteristics

Additional transducers

Dewar autonomy of at least 72 h and volume of at least 3 Liters

Warranty extension beyond the first year.

The companies are invited to demonstrate additional improved specifications and are allowed to insert data, pictures, sketches and other elements useful to completely evaluate products and materials.

3. Available attachments for future upgrade (10 points)

In order to assign the points we will take into account in particular:

- o) De-gasing station with independent vacuum

In order to give the points, the companies are invited to present the documentation and price of all the attachments they propose to upgrade the order at a later time.

4. Technical quality of the assistance and technical support service (5 points)

The details of the assistance and support service in Italy must be illustrated, giving a list of the specialized technicians operating in Italy and within how much time they will be able to intervene.

5. Scientific and technical training of the users (5 points)

The details of the scientific and technical training must be supplied, providing the details of the plan and activities the training course, including the number of people it will be open to.