

Title: Supply and installation of an Counter Current Chromatograph (hereafter CCC).

Date: 11 November 2011

1. INVITATION TO TENDER

1. You are invited by The Institute of Microbiology, v.v.i., Academy of Sciences of the Czech Republic (from now on referred to as MBU) to submit a tender for the supply and installation of an Counter Current Chromatograph (from now on referred to as CCC), as described in the TENDER SPECIFICATION.
2. If you do not want to submit a tender, you are requested to return the enclosed documents clearly marked 'No Tender'. If you are also willing to state your reasons, it will be appreciated, though you are of course under no obligation to do so.
3. Please read all the documents listed in the FORM OF TENDER and seek guidance from the named contacts as appropriate if you have any queries.
4. The FORM OF TENDER must be completed and returned with your submission.
5. Technical information about this contract can be obtained through the contact as stated in the TENDER SPECIFICATION.
6. The tender is not organized according to Public Tender Act No. 137/2006 Col.
7. Contact information:
Mikrobiologicky ustav AV CR, v.v.i.
Videnska 1083
142 00 Praha 4
Reg.No. 61388971

2. INSTRUCTIONS TO TENDERERS

1. Confidentiality of Tenders

- 1.1. All tender documents are PRIVATE AND CONFIDENTIAL. All information concerning the tendering or performance of this contract is to be treated as highly confidential, and for the avoidance of doubt, all ownership and intellectual property rights concerning all aspects of this tender remain fully with MBU.
- 1.2. Please note the following requirements, any breach of which will invalidate your Tender:
 - 1.2.1. You must not tell anyone else, even approximately, what your tender price is or will be, before the date of contract award.
 - 1.2.2. You must not try to obtain any information about anyone else's tender or proposed tender before the date of contract award.
 - 1.2.3. You must not make any arrangements with another party about whether or not they should tender, or discuss details of Tender prices except where Tenderers are considering joint or team bids, which will be accepted providing all participants to the discussions surrounding the bid are clearly stated in the tender response.
 - 1.2.4. Tender documents may not be transferred to anyone other than the firm named in the invitation to tender without the prior specific approval of MBU.
 - 1.2.5. Tender documents must not be sent by email before the specified deadline as this will invalidate the tender.

1.2.6. Please note MBU is obliged to fulfill publicity rules stated in part 9 EC Directive No. 1828/2006 and publicity rules stated by OP VaVPI in all documents, eg. in tender documentation, contracts and other documents related to the Tender.

1.2.7. By submitting the response to tender you undertake to accept any control provided by OP VaVPI Administer Office or any other authorized subject and allow them access to all documents related to this Tender within 10 years including restricted information under condition that the protection will be provided by control authorities.

2. Form of Tender

2.1. The FORM OF TENDER must be completed, signed and submitted in accordance with these Instructions together with your detailed Response to Tender. Your Response to Tender should explain in detail how you would propose to deliver the product as outlined in the Specification. All documents connected with the tender must be completed in English, fully priced in EUR and totalled. The documents should either be typed or completed in ink.

2.2. There should be no unauthorised alterations or additions to any component of the tender documents. Prices etc. may be altered by striking through the incorrect figures and inserting the correct figures above them. All alterations must be initialled.

2.3. In completing the above reference should be made to the Additional Information requirements.

3. Qualifications

3.1. Tenders must be submitted in accordance with the tender documents. MBU may not consider any tender which is disqualified by any terms or conditions of contract or general reservations however expressed.

4. Incomplete Tenders

4.1. MBU may not consider tenders that do not contain all information and particulars requested.

5. Performance

5.1. It should be clearly stated that performance and delivery of the goods offered in your Response to Tender will be in full compliance in terms of quality, time and completeness as specified in these documents.

6. Enquiries

6.1 All requests for clarification or further information in respect of this Tender should be emailed to martin@akvelik.cz with the Tender reference number in the title of the email.

6.2 If MBU considers any question or request for clarification to be of material significance, both the question and the response will be communicated, in a suitably anonymous form, to all Potential Providers who have expressed an interest in the tender; or those that show an interest before the closing date of the tender.

7. Alternative Tender(s)

7.1. Alternative tender(s) may be offered involving modifications to the specified requirements. However, alternative tenders must clearly state what these modifications are and what their significance is compared with what is requested.

Alternatives will only be considered if accompanied by a tender based strictly on the tender documents and MBU reserves the right not to accept the alternative tender.

7.2. Alternative tenders must be free of qualifications as stated above at paragraph 3 and be fully priced to show clearly how and where costs differ from the primary tender. Technical queries should be referred to the contact nominated in the TENDER SPECIFICATION in order to ascertain what special criteria and requirements may apply in respect of the alternatives or modifications being contemplated. Any such approach will be treated in confidence.

7.3. Any alternative tender involving modifications to the specified requirements will be assessed on its merits and, if considered valid, may be accepted without recourse to re-tendering.

8. Prices

8.1. All prices must be quoted in EUR.

8.2. Your Tender Price or Rates must be fixed for the period of the contract.

9. Value Added Tax (VAT)

9.1. Tendered prices must exclude VAT. Product will be delivered to the Czech Republic.

9.2. Invoice must not include VAT as the unit will be delivered within EU.

10. Submission of Tenders

10.1. Confirming your interest in tendering for this piece of work can be done by email or in writing to the contact given in 10.4 below.

10.2. Two hard copies of your tender and proposals must be delivered no later than **12 noon on Tuesday 6 December 2011**_____.

10.3. Please be aware that we cannot accept tender submissions by e-mail. Please also note that we cannot under any circumstances accept electronic copies of tenders in lieu of hard copies.

10.4. Hard copies of Tenders must be sealed in an envelope clearly marked "TENDER DOCUMENTS ENCLOSED" and the TITLE must be identified on the Envelope and returned to:

Mikrobiologicky ustav AV CR, v.v.i.

Videnska 1083

142 00 Praha 4

Reg.No. 61388971

Email: martin@akvelik.cz

10.5. MBU reserves the right to reject any tender received after the Tender Deadline. It is recommended that tenders be sent by registered post; recorded delivery service; Datapost or delivered by hand. The envelope, including the franking, and any associated paperwork, delivered with the tender envelope must identify the sender and be marked "TENDER – Counter Current Chromatograph" "DO NOT OPEN".

11. Tender Validity

11.1. Tender(s) should remain open for acceptance for a minimum of 60 days from the Tender Deadline.

11.2. The contract is to be for delivery of goods as detailed in the TENDER SPECIFICATION, unless terminated or extended by MBU.

12. Terms of Payment

12.1. MBU normally makes payment within the month following the month of receipt and approval of a valid invoice unless otherwise agreed.

12.2. MBU must have a right to withdraw from signed contract at any time in case it will not receive the grant.

13. Qualification Information to be Included in Response to Tender

13.1. The Response to Tender must include:

- a) Signed declaration (sample enclosed)
- b) Copy of Company registration.
- e) Confirmation that three (3) years audited accounts can be made available to view, if called for.
- f) List of at least 2 deliveries – same or similar products – within last 3 years

14. Response to Tender

Tender response must in all cases include:

1. Form of Tender
2. Qualification Information
3. Declaration (see enclosure)
4. Purchase contract proposal
5. CCC description with technical information
6. Price bid

Response to Tender must include electronic version of all documents on CD.

15. Cancellation

15.1 MBU reserves the right to cancel or withdraw this Tender at any stage.

16. Complaints

16.1 If you have a complaint or grievance regarding this procurement process please contact:

Martin Velik

Mikrobiologický ústav AV ČR, v.v.i.

Videnska 1083, 14200 Praha 4

Czech Republic

Email: martin@akvelik.cz

Phone: +420 602 356 778



3. TENDER SPECIFICATION

1. Purpose of the tender

Introduction

The purpose of this contract is the delivery of complete sets of the Counter Current Chromatograph (hereafter CCC). The minimum required warranty period is 12 months from the date of delivery.

Specification

CCC will be used for the preparation of pure fractions of extracts from autotrophic microorganisms. For the planned application is the key feature high separation efficiency in the short time, for this reason, we require "two-axis J-type CCC. The device must be able to operate at an operating pressure up to 500 psi, the minimum speed of 800 rpm and must be equipped with at least two interchangeable columns - analytical and semi-preparative with different material available (stainless steel, FEP or PFA). CCC must also contain a minimum of four HPLC pumps, fraction collector with a minimum of 144 positions and two independent detectors (UV-VIS variable wavelength, ELSD or other appropriate) and operation software.

Other components

Injection port with all necessary accessories (valves, spares packs, additional fittings and tooling).
Control Personal Computer.

Cooling thermostat (cryostat)

Installation and on-site training.

Software

Software must be able to manage of four independent high-pressure gradient HPLC pumps and data acquisition from at least two detectors.

The highest MBU acceptable bid price is **~69.300 EUR exl. VAT.**

Place of delivery: Selected supplier succeeded in tender will deliver CCC to MBU laboratories at Opatovický mlyn, Trebon, South Bohemia.

Time of delivery: CCC together with all components must be delivered with 3 months from the date of contract signature.

Evaluation of Tenders

Bids evaluation will take into account:

Total Price 55%

Specification 45%

Each unit offered will be evaluated in terms of utility values obtained parameters. The evaluation committee must take account of the following individual sub-criteria and their weights.

1. The bobin speed (the higher, the higher ranking) - the maximum rating score of **15%**. The highest score will be granted to the maximum bobin speed, other units will receive equally lesser score.

2. Demonstration of separation efficiency for a commercially available test compound G.U.E.S.S. reference standards (Sigma Aldrich, St. Louis). The distribution coefficient K for each compound of test mixture must be in the range of 0.4 to 2.5 in the system HEMWat (hexane / ethyl acetate / methanol / water) - the maximum rating score of **30%**. Best score will receive the unit with maximum separation efficiency, other units will receive equally lesser score.

Note: MBU reserves the right to interview any of the bidders as part of the evaluation process.

2. Contacts

If you have any questions concerning the tender please email: martin@akvelik.cz

4. FORM OF TENDER

TENDER FOR: Supply and installation of the Counter Current Chromatograph.

Company Name (Lead company if joint bid)	
Registered office address, Postcode	
Company number and VAT number	
Name of main contact	
Address (if different from above), Postcode	
Telephone number	
Email	
Total Bid Price (including expenses but excluding VAT)	EUR

1. Declaration

I have read the documents a), b), c) and d) listed below and, subject to and upon the terms and conditions contained in the said documents, I offer to supply the Product specified, at the rates or prices quoted.

2. Terms and Conditions

I agree that this tender and any contract which may result from it shall be based upon the documents listed below (and any other supplementary information provided since):

- a) Invitation to Tender
- b) Instructions to Tenderers
- c) Tender Specification
- d) Form of Tender

I agree that any other terms or conditions of contract or any general reservations which may be printed on any correspondence emanating from me in connection with this tender or with any contract resulting from this tender, shall not be applicable to the Contract, unless and until specifically accepted in writing by MBU.

3. Law

I agree that any contract that may result from this tender shall be subject to the law of Czech Republic.

4. Confidentiality

I have abided by the Confidentiality of Tenders requirement set out in the Instructions to Tenderers.

5. Validity

The prices quoted in this tender are valid for 60 days from the tender return date.

Signed:Date:

Print Name:

Position:

Duly authorised to sign tenders for and on behalf of

(In BLOCK CAPITALS)

.....

Postal Address.

.....

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Telephone No

Title: Supply and installation of an Counter Current Chromatograph (hereafter CCC).

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Note: MBU reserves the right to interview any of the bidders as part of the evaluation process.

2. Contacts

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4. FORM OF TENDER

TENDER FOR: Supply and installation of the Counter Current Chromatograph.

Company Name (Lead company if joint bid)	
Registered office address, Postcode	
Company number and VAT number	
Name of main contact	
Address (if different from above), Postcode	
Telephone number	
Email	
Total Bid Price (including expenses but excluding VAT)	EUR

1. Declaration

I have read the documents a), b), c) and d) listed below and, subject to and upon the terms and conditions contained in the said documents, I offer to supply the Product specified, at the rates or prices quoted.

2. Terms and Conditions

I agree that this tender and any contract which may result from it shall be based upon the documents listed below (and any other supplementary information provided since):

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3. Law

I agree that any contract that may result from this tender shall be subject to the law of Czech Republic.

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5. Validity

The prices quoted in this tender are valid for 60 days from the tender return date.

Signed:Date:

Print Name:

Position:

Duly authorised to sign tenders for and on behalf of

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10.1. Confirming your interest in tendering for this piece of work can be done by email or in writing to the contact given in 10.4 below.

10.2. Two hard copies of your tender and proposals must be delivered no later than **12 noon on Tuesday 6 December 2011**_____.

10.3. Please be aware that we cannot accept tender submissions by e-mail. Please also note that we cannot under any circumstances accept electronic copies of tenders in lieu of hard copies.

10.4. Hard copies of Tenders must be sealed in an envelope clearly marked "TENDER DOCUMENTS ENCLOSED" and the TITLE must be identified on the Envelope and returned to:

Mikrobiologicky ustav AV CR, v.v.i.

Videnska 1083

142 00 Praha 4

Reg.No. 61388971

Email: martin@akvelik.cz

10.5. MBU reserves the right to reject any tender received after the Tender Deadline. It is recommended that tenders be sent by registered post; recorded delivery service; Datapost or delivered by hand. The envelope, including the franking, and any associated paperwork, delivered with the tender envelope must identify the sender and be marked "TENDER – Counter Current Chromatograph" "DO NOT OPEN".

11. Tender Validity

11.1. Tender(s) should remain open for acceptance for a minimum of 60 days from the Tender Deadline.

11.2. The contract is to be for delivery of goods as detailed in the TENDER SPECIFICATION, unless terminated or extended by MBU.

12. Terms of Payment

12.1. MBU normally makes payment within the month following the month of receipt and approval of a valid invoice unless otherwise agreed.

12.2. MBU must have a right to withdraw from signed contract at any time in case it will not receive the grant.

13. Qualification Information to be Included in Response to Tender

13.1. The Response to Tender must include:

- a) Signed declaration (sample enclosed)
- b) Copy of Company registration.
- e) Confirmation that three (3) years audited accounts can be made available to view, if called for.
- f) List of at least 2 deliveries – same or similar products – within last 3 years

14. Response to Tender

Tender response must in all cases include:

1. Form of Tender
2. Qualification Information
3. Declaration (see enclosure)
4. Purchase contract proposal
5. CCC description with technical information
6. Price bid

Response to Tender must include electronic version of all documents on CD.

15. Cancellation

15.1 MBU reserves the right to cancel or withdraw this Tender at any stage.

16. Complaints

16.1 If you have a complaint or grievance regarding this procurement process please contact:

Martin Velik

Mikrobiologický ústav AV ČR, v.v.i.

Videnska 1083, 14200 Praha 4

Czech Republic

Email: martin@akvelik.cz

Phone: +420 602 356 778



3. TENDER SPECIFICATION

1. Purpose of the tender

Introduction

The purpose of this contract is the delivery of complete sets of the Counter Current Chromatograph (hereafter CCC). The minimum required warranty period is 12 months from the date of delivery.

Specification

CCC will be used for the preparation of pure fractions of extracts from autotrophic microorganisms. For the planned application is the key feature high separation efficiency in the short time, for this reason, we require "two-axis J-type CCC. The device must be able to operate at an operating pressure up to 500 psi, the minimum speed of 800 rpm and must be equipped with at least two interchangeable columns - analytical and semi-preparative with different material available (stainless steel, FEP or PFA). CCC must also contain a minimum of four HPLC pumps, fraction collector with a minimum of 144 positions and two independent detectors (UV-VIS variable wavelength, ELSD or other appropriate) and operation software.

Other components

Injection port with all necessary accessories (valves, spares packs, additional fittings and tooling).
Control Personal Computer.

Cooling thermostat (cryostat)

Installation and on-site training.

Software

Software must be able to manage of four independent high-pressure gradient HPLC pumps and data acquisition from at least two detectors.

The highest MBU acceptable bid price is **~69.300 EUR exl. VAT.**

Place of delivery: Selected supplier succeeded in tender will deliver CCC to MBU laboratories at Opatovický mlyn, Trebon, South Bohemia.

Time of delivery: CCC together with all components must be delivered with 3 months from the date of contract signature.

Evaluation of Tenders

Bids evaluation will take into account:

Total Price 55%

Specification 45%

Each unit offered will be evaluated in terms of utility values obtained parameters. The evaluation committee must take account of the following individual sub-criteria and their weights.

1. The bobin speed (the higher, the higher ranking) - the maximum rating score of **15%**. The highest score will be granted to the maximum bobin speed, other units will receive equally lesser score.

2. Demonstration of separation efficiency for a commercially available test compound G.U.E.S.S. reference standards (Sigma Aldrich, St. Louis). The distribution coefficient K for each compound of test mixture must be in the range of 0.4 to 2.5 in the system HEMWat (hexane / ethyl acetate / methanol / water) - the maximum rating score of **30%**. Best score will receive the unit with maximum separation efficiency, other units will receive equally lesser score.

Note: MBU reserves the right to interview any of the bidders as part of the evaluation process.

2. Contacts

If you have any questions concerning the tender please email: martin@akvelik.cz

4. FORM OF TENDER

TENDER FOR: Supply and installation of the Counter Current Chromatograph.

Company Name (Lead company if joint bid)	
Registered office address, Postcode	
Company number and VAT number	
Name of main contact	
Address (if different from above), Postcode	
Telephone number	
Email	
Total Bid Price (including expenses but excluding VAT)	EUR

1. Declaration

I have read the documents a), b), c) and d) listed below and, subject to and upon the terms and conditions contained in the said documents, I offer to supply the Product specified, at the rates or prices quoted.

2. Terms and Conditions

I agree that this tender and any contract which may result from it shall be based upon the documents listed below (and any other supplementary information provided since):

- a) Invitation to Tender
- b) Instructions to Tenderers
- c) Tender Specification
- d) Form of Tender

I agree that any other terms or conditions of contract or any general reservations which may be printed on any correspondence emanating from me in connection with this tender or with any contract resulting from this tender, shall not be applicable to the Contract, unless and until specifically accepted in writing by MBU.

3. Law

I agree that any contract that may result from this tender shall be subject to the law of Czech Republic.

4. Confidentiality

I have abided by the Confidentiality of Tenders requirement set out in the Instructions to Tenderers.

5. Validity

The prices quoted in this tender are valid for 60 days from the tender return date.

Signed:Date:

Print Name:

Position:

Duly authorised to sign tenders for and on behalf of

(In BLOCK CAPITALS)

.....

Postal Address.

.....

.....

Telephone No