

Warsaw, this day 26.08.2021

**Inquiry No. 79/2021**

for supply

 **Set of 2 micromanipulators**

to the Marceli Nencki Institute of Experimental Biology

 Polish Academy of Sciences

**Ordering Party:** M. Nencki Institute of Experimental Biology PAS,

with registered office at 3 Pasteura Street, Warsaw (02-093), NIP:525-000-92-69, REGON 000325825

Procurement contact person: Joanna Urban-Ciećko

e-mail: j.ciecko@nencki.edu.pl

Deadline for submission of bids: **no later than 10.09.2021, to 12:00 p.m.**

**I. Description of the subject matter of the contract:**

The subject matter of the contract is:

* **Set of 2 micromanipulators for patch-clamp recording** with the following parameters and functions:
* Mountable on „Gibraltar”platform M6
* Motorized
* Right- and left-handed
* Travel 25mm on all 3 axes
* Diagonal axis
* Minimal resolution 62,5 nm
* Maximal speed 2mm/s
* Movement display on the rotary optical encoder
* At least 6 microstep sizes selectable
* Controller and rotatory optical encoder/joystick
* Cables 220-240 V, 50-60Hz
* Screws, other accessories necessary for the operation

**Order completion date:** max. 60 days from the date of signing the contract.

**Warranty:** min. 12 months

**II Tender evaluation criteria**

In the selection process the Contracting Authority will be guided by the price criterion applied to offers fulfilling the conditions for participation in the procedure.

**III Description of Proposal Preparation and Evaluation:**

1. The offer should be prepared on the form attached as Annex 1 to this request for quotation.
2. The bid should contain information about the total net and gross value of the contract: The Bidder, whose bid will be selected, before signing the contract shall provide scans of: the certificate of entry into the register of economic activity, REGON certificate and NIP certificate.
3. Bids must be submitted electronically as a scanned original bid via email to: j.ciecko@nencki.edu.pl.
4. Please mark your offer in the subject line of your email: **Set of 2 micromanipulators.**.
5. Only those bids that contain all of the elements listed above will be evaluated.
6. Offers that do not meet the requirements specified in this request for quotation will be rejected (the Contracting Authority will inform the Bidder about the rejection of his offer by sending an e-mail to the address of the Bidder indicated in the offer).
7. Should there be any obvious miscalculations, typing errors or other obvious mistakes in the tender, the Contracting Authority shall correct them pursuant to the rules defined in the PPL Act (by sending appropriate e-mail information to the Contractor's address indicated in the tender).
8. In case of inconsistencies in the submitted tenders or issues requiring clarification (especially when an abnormally low price is suspected), the Contracting Authority shall ask the Economic Operator to provide the relevant clarifications and complements (by sending the relevant e-mail information to the Economic Operator's address indicated in the tender) - setting the deadline for response - 2 working days from the date of sending the request.
9. If a Bidder fails to respond to the request referred to above or if the explanations provided by the Bidder are not complete and exhaustive, the Contracting Authority shall reject the bid (the Contracting Authority shall inform the Bidder that his bid has been rejected by sending an e-mail to the Bidder's address indicated in the bid).
10. Only non-rejectable bids will be evaluated.

**IV Additional Information:**

1. A contract will be signed with the selected Contractor to execute the contract.
2. The maximum completion date under the contract is up to: 60 days (the declared delivery date shall be indicated by the Contractor in the tender).
3. The Contracting Authority reserves the right to negotiate contract terms with the best Contractors.
4. The Contracting Authority reserves the right not to select any Contractor.
5. The selection of the Economic Operator will be announced on the website. The Contracting Authority's website as soon as the procedure is completed.

Pasteur 3, 02-093 Warsaw, [http://www.nencki.edu.pl\_](http://www.nencki.gov.pl_)