

# Contract notice

to the proceedings except for the provisions of the  
Act – Public Procurement Law entitled:

## THE TABLET PRESS DELIVERY

Case number: 61247

Type of Contract: **Supply**

### 1. Name and address of the Purchaser.

**Purchaser:**

**Uniwersytet Śląski w Katowicach**

ul. Bankowa 12

40-007 Katowice

NIP: 634-019-71-34

REGON: 000001347

website: [www.us.edu.pl](http://www.us.edu.pl)

**Leading the case, person authorized to contact:**

Logistic Department – Katarzyna Giel-Cieślińska

tel.: +48 32 359 1838

fax: +48 32 359 2037

e-mail: [katarzyna.giel-cieslinska@us.edu.pl](mailto:katarzyna.giel-cieslinska@us.edu.pl)

### 2. Legal basis.

The proceedings shall be conducted except for the provisions of the Act - Public Procurement Law, based on Art 4 point 8a of the Public Procurement Act.

### 3. Subject of the Contract.

Tablet Press Delivery – Description of the order presented in Attachment number 1.

**The Purchaser reserves the right to change the contract notice or the relevant attachments to the announcement (including Description of the order) before the deadline for the offers submission. Purchaser will inform the Contractors applying for the order, by posting the relevant information on the website, on which a contract notice was published.**

**4. Conditions of the contract.**

- 1) **The required term of the contract: up to 7 months**
- 2) **Place of performance of the contract: Institute of Physics, WMFiCh**
- 3) **Warranty period: min.12 months**
- 4) **Form of payment: bank transfer ..... (complemented by the Contractor)**

**5. Description of the evaluation criteria.**

- 1. **Criterion – Price.** Weight test – 100%.

**6. Description of preparing the offers.**

- 1. Each Contractor may submit only one offer in this proceeding.
- 2. The offer must be submitted in English or in Polish, in writing *by the example presented in Attachment number 2 to this notice.*
- 3. The offer and all statements made by the Contractor in the course of proceedings shall be signed by a person authorized to make declarations on behalf of the Contractor in accordance with the principle of representation arising from the provisions of the relevant laws or agreements or written resolution or power of attorney.
- 4. Contractor's offer should be signed in a way that allows the identification of the person signing (for example: legible signature consisting of the full name or illegible signature stamped their names).
- 5. The offer with the documents should be submitted in a sealed envelope and entitled:

<p><i>Name and address of the Contractor</i></p> <p style="text-align: center;"><b>Order number .....</b></p> <p style="text-align: center;"><b>„.....”</b></p> <p style="text-align: center;"><i>Do not open before (date) ..... an hour.....</i></p>
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**7. Deadline for submission of offers.**

- 1. The offer with the documents should be submitted in writing in Logistic Department, University of Silesia, Bankowa 12, 40-007 Katowice, Poland by the day **27.05.2014 r.** to an hour **14:00**

**8. Description of the method of calculating the price.**

- 1. The price quoted in the offer shall be the sum of all elements of the cost of the object of the contract.
- 2. The price should be given to the second decimal place in accordance with the rules of mathematical rounding, "5" and more on the third decimal place - rounded up and below "5" - rounding down.
- 3. The subject of the evaluation will be the net price.
- 4. Net price quoted in the offer will not increase and will not be subject to adjustment during the term of the contract.
- 5. The contract will be concluded with the Contractor whose offer is considered the best.

**9. List of documents to be submitted with the offer.**

*Along with the offer the Contractor shall submit the following documents:*

Statement presented in Attachment number 3; The registration documents;

**10. List of attachments to notice.**

Description of the order, Price offer form, Statement form.

The Purchaser reserves the right to cancel or withdraw from the award of the contract without giving any reason.