

PON-OR8-01-HPC

HPC e sistemi di archiviazione per la raccolta ed uso dati SRT.

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# *Procurement tips & tricks*

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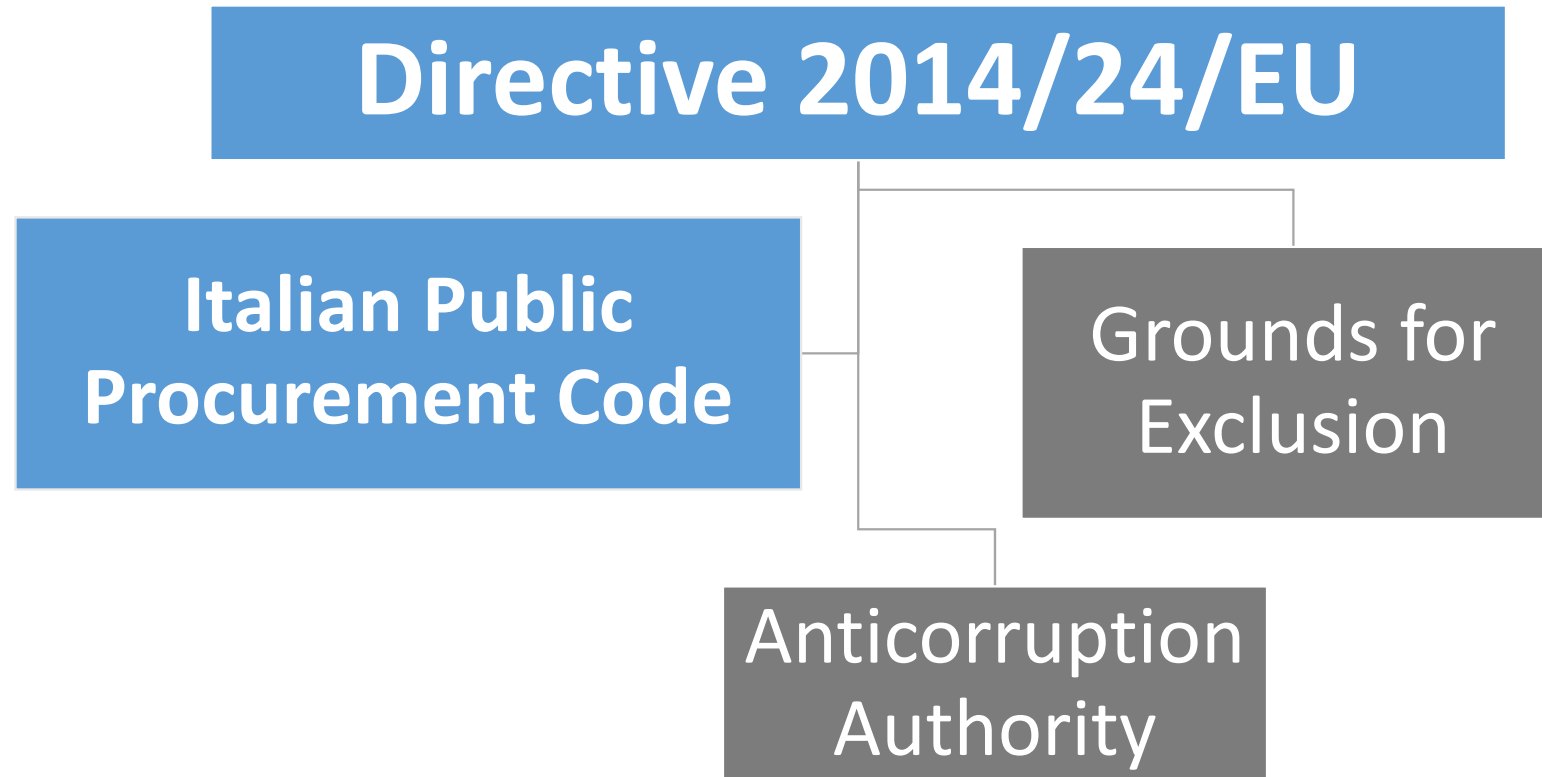
## ■ We are dealing with ... today's rules

- Today it is not an «Info Day». It is a step of a running understanding process which will bring INAF to issue a «Call for tender»
- Companies are not going to present their solutions. No keynotes are allowed.
- INAF and Companies can exchange information, questions can be made and answers can be done.
- INAF is expected to understand if its technological solution can match both the market best solutions and the contract value / money available.
- Companies may submit, within the May, 22, their evaluation and open mind ideas. NO price bids.
- INAF might evaluate the exclusion (no admission) from the call for tender whenever a Company would violate such a rules.

## ■ We are dealing with ... long keywords

- EU and Italian public procurement procedures
- Electronic means of information and communication
- ***Preliminary market consultation***
- Qualification step - Grounds for exclusion
- Award and execution timeline - Performance bond
- Delivery timeline
- Payment milestones

# Constraints – suite of Laws



# Preliminary market consultation – Right now

**Before** issuing a procurement procedure, INAF is scouting the ICT HPC market with a view to shaping the procurement constraints and informing the stakeholders.

For this purpose, INAF may accept advices from market participants / stakeholders. These advices, if any, might be used in order to plan and shaping the procurement procedure, provided that such advice does not have the effect of distorting competition and does not result in a violation of the principles of non-discrimination and transparency.

# Preliminary market consultation ... more

**Just to understand each others**, being involved in a PMC doesn't give any competitive advantage to the participants but a deeper knowledge of the future planning and potential technical / administrative requirements / constraints that a (to be confirmed) call for tenders will contain.

No obligations are due to INAF from participants and viceversa. We are only developing a technical dialogue, which aims at a better knowledge of the overall scenario.

# Call for tenders – Electronic exchange, EU

Since October 18, 2018, fully electronic communication, meaning communication by electronic means at all stages of the procedure, including the transmission of requests for participation and, in particular, the transmission of the tenders (electronic submission) are mandatory.

# Call for tenders – General conditions

- As a very general statement, a call for tender is a procedure aiming at soliciting bids from different tenderers
- The CINECA U-BUY e-procurement site will be used in order to manage the call for tender

<https://inaf.ubuy.cineca.it/PortaleAppalti/it>

- Interested Companies may already register on the U-BUY site. English language site is not fully implemented yet, INAF may support Companies.



# Call for tenders – Workflow, procedure steps

**Step 1. Prior Information Notice** – the information notice consists of general information. This is the actual condition.

**Step 2. Contract Notice** - The contract notice will be published on the EU TED site. The contract notice determines the scope of the contract, the type of contract, the maximum available budget and the type of the procedure ("**Open call**" for this specific contract) being used. Tenderers must pay attention to the deadline for bids' submission.

**Step 3. Evaluation** – Bids will be evaluated by a selection board (three members). The most economically advantageous tender's award criterion will be used.

# Call for tenders – Principles followed

The following principles has to be followed:

**Transparency.** INAF will ensure openness and clarity on procurement policy and its delivery. This obligation consists in ensuring, for the benefit of any potential tenderer, a degree of advertising sufficient to enable the market to be opened up to competition and the impartiality of procurement procedures to be reviewed.

**Equal treatment and non-discrimination.** All interested parties should be treated in the same way, meaning that all tenderers must be afforded equal opportunities when formulating their tenders, which therefore implies that the tenders of all competitors must be subject to the same conditions.

# Call for tenders – Principles followed - more

**Competition.** Procurement should be carried out by competition. Moreover, as pointed out by the Court, the widest possible opening-up to competition is also in the interest of the INAF itself, which will have thus greater choice as to the tender that is the most advantageous and the most suited to the needs of the INAF.

**Proportionality.** This principle requires that measures adopted by the INAF do not exceed the limits of what is appropriate and necessary in order to attain the objectives pursued and that where there is a choice between several appropriate measures recourse must be had to the least onerous.

# Potential issues

**Tight deadline for delivering the component.** INAF will have to close/complete (i.e. invoice paid and proceedings sent to the Ministry) the whole procurement procedure not later than **32 months** since the MoU signature date (June 25, 2019 – February 24, 2022).

**Grounds for exclusion.** Before awarding the contract, INAF will have to formally look and certify that no grounds for exclusion are present. Be ready for providing information about your CEO/Board and relatives ...

**Bid/fiduciary bond.** Tenderers must provide INAF with a guarantee for participation in the procedure.

**Performance bond.** It is requested to the winner before signing the contract. The amount will vary according to the applied discount.

**Administrative expenses**