



Institute of Metallurgy and Materials Science  
Polish Academy of Sciences  
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[www.imim.pl](http://www.imim.pl), [www.imim-phd.edu.pl](http://www.imim-phd.edu.pl)

**Inquiry No. ZO 2/3/2012/Project 'Interstudia'**  
**Of 21.03.2012**  
**(involves: purchase of metals)**

**I. PURCHASER**

Institute of Metallurgy and Materials Science of Polish Academy of Sciences  
30-059 Cracow, 25 Reymonta St., Poland  
TIN: 6750001857, REGON No. (Business Registration Number): 000326374

**II. DESCRIPTION OF THE SUBJECT ORDERS**

1. The contract is for purchase of metallic elements comprising indium. Purchase of product is co-financed by the European Union under the European Social Fund, in conjunction with implementation of the project "Interdisciplinary doctoral studies in materials engineering – taught in English" (PO KL: Priority IV Higher education and research, Activity 4.1.1 Strengthen the capacity of university teaching).
2. A detailed description of the order:  
*Indium shot or pieces, 99.9% (metals basis) – 250 g*
3. Additional requirements: the offer should include any other related costs such as the shipping costs, taxes etc. which contribute to the total price of the product.
4. Purchaser does not allow partial offers.
5. The Purchaser is not allowed to entrust all or part of the contract to subcontractors.

**III. DEADLINE FOR COMPLETION OF CONTRACT**

Deadline for completion of the order: up to six weeks since the order date.



#### IV. DESCRIPTION OF PREPERATION OF THE OFFER

The offer should:

- be stamped by Company (only in case of sending offer by post),
- have a date of preparation,
- contain the address of a bidder resident, e-mail address, telephone number, tax identification number
- be signed by the Tenderer (only in case of sending tender by post)

#### V. DATE AND PLACE OF TENDER

1. The offer should be sent via: e-mail on the following address: [pawelczaja@poczta.fm](mailto:pawelczaja@poczta.fm) or by fax to: + 48 12 637 21 92 or via mail, courier or delivered in person at the address of the Purchaser **no later than 28.03.2012**, with the attached copy of an extract from the register of entrepreneurs or a certificate from the register of economic activities, which have been issued a date not earlier than six months before the date of the offer
2. Evaluation of offers will be conducted on **29.03.2012**. The results will be announced and the best offer selected on **29.03.2012** at **the Purchaser office**.
3. Offers submitted after the deadline will not be considered.
4. The Tenderer may, before the submission deadline, change or withdraw his offer.
5. In the course of the study and evaluation of offers Purchaser may require of Tenderers explanations concerning the content of the tenders submitted.
6. Inquiry is given on: [www.imim.pl](http://www.imim.pl) and hung out on the Purchaser notice board .

#### VI. EVALUATION OF OFFERS

The Purchaser will evaluate the valid offers based on the following criteria:

Price - 100%

#### VII. INFORMATION ON CHOOSING THE BEST OFFER

About the selected best offer Purchaser shall notify Tenderer by e-mail address specified in the submitted offer.

#### VIII. ADDITIONAL INFORMATIONS

For more information please contact Paweł Czaja on the following phone number: +48 883 885 638 or on the following email address: [pawelczaja@poczta.fm](mailto:pawelczaja@poczta.fm).