

FONDAZIONE SISTEMA TOSCANA

PUBLIC ANNOUNCEMENT

For the sourcing of qualified entities for the provision of hardware and software material of ingest, encoding, archiving and sourcing audio-visual material required to create the “Videolibrary” project SINGLE LOT – CIG: 6203468FB9

The President of Fondazione Sistema Toscana

Whereas

Fondazione Sistema Toscana intends to create a multimedia video and audio archive with a minimum capacity of 48tb, which enables the archiving and search by tags of the material present in storage. The project must take into consideration, in addition to the required hardware, also software that permits the ingest, insertion of metadata, search and sharing of projects (Final Cut Pro, Adobe Premiere, Avid Mediacomposer) of at least 5 existing Apple Mac editing stations. The software must also be able to be consulted via the Internet if the editorial team and editors are not in the office.

In addition, the assistance of professionals for the installation and configuration of the aforementioned products must be provided for.

Since the Purchasing Office for the placement of assignments for amounts equal to or higher than € 20,000.00 plus VAT deems it necessary to act in accordance with legal provisions (D.Lgs. 163/2006 - Codice degli Appalti – Contracts Law).

Since, in accordance with art. 58 paragraph 2 of D.Lgs. 163/2006, the principal “is not objectively able to define, in accordance with article 68, paragraph 3, letters b), c) or d), the technical means aimed at meeting its needs” in consideration of the products that the market actually offers and their potential effectiveness.

Therefore, based on the impossibility of setting the definition criteria of the purpose of the contract, as provided for by art. 68, paragraph 3, letters b), c) or d), or the technical means to meet its needs, Fondazione Sistema Toscana identifies in the competition dialogue (art. 29 directive 2004/18) the most suitable instrument to award the contract.

Said procedure will include an initial stage in which the Fondazione will begin talks with the most suitably qualified firms, which are therefore admitted in order to define more precisely the means of achieving the desired objective with the budget available. This stage will be followed by a second phase – the actual call for tenders – in which the entities that have already been admitted will be invited to present their best bid. In actual fact, based on

identifying one or more satisfactory solutions, the contractor will ask suitable participants to provide both a technical and an economic bid in order to be able to compare and decide the most economically advantageous bid.

In accordance with art. 11 of D.Lgs. 163/2006, the contractor reserves the right not to award the contract if none of the solutions put forward proves satisfactory.

INVITES

economic operators in accordance with art. 34 D.Lgs. 163/2006 with the following requisites:

- in possession of general requisites provided for by art. 38 of D.Lgs. 163/2006;
- Chamber of Commerce registration for the category of services that covers or is in line with the purpose of the contract;
- overall turnover in the last 3 years no less than triple of the amount stated in the call for tenders and a specific turnover in similar services, also in the last 3 years, no less than those stated in the call for tenders;

to present an application to participate in this announcement drawn up in accordance with Model A in the enclosures, in order to identify qualified entities to award the provision stated in the preambles.

1. Estimated amount and awarding criterion

The payment for the stated provision is estimated to be **Euro 80,000.00 plus VAT**.

The present procedure is subject to verification of the resources in actual fact made available to Fondazione Sistema Toscana by the planning of its activities as well as regional activities.

Thus, Fondazione Sistema Toscana shall not be held responsible in case of cancellation.

The supplier will be chosen based upon the **criterion of the most economically advantageous bid in accordance with art. 83 of D.Lgs. 163/2006** to be assessed based on the weighted factors, which may be defined better during the competitive dialogue stage.

2. How to participate and present applications

Proponents should deliver the participation application (in their preferred means taking into account that witness will not be born to the postal stamp, but to the delivery date on the FST protocol), in a fully closed envelope, rubber stamped and signed upon the seals and initialled in order to prevent any tampering with the envelope.

The envelope must reach Fondazione Sistema Toscana, Via Duca d'Aosta, 9 – 50129 Firenze **by the cut-off time of 1pm of 11/05/2015**, upon penalty of exclusion, by Poste Italiane S.p.A. or by authorized delivery firm. Delivery may also be made by hand in the first person or via third parties, by the same final deadline, to the offices of Fondazione Sistema Toscana (address stated above), which will issue a receipt.

Reference will be made, for the evaluation, to the administrative jurisdiction in force, fairly cooperating nevertheless with the participant in order to ensure maximum participation in the procedure.

The following wording must be stated on the envelope, in addition to the address of Fondazione Sistema Toscana:

“Public announcement for the provision of hardware and software material of ingest, encoding, archiving and sourcing audio-visual material required to create the “Videolibrary” project”, stating the according CIG code, and the words **DO NOT OPEN**. The sending must be indicated clearly as well as the fax number or certified email address, which will be used for all communications between the contractor and the participant.

The envelope must contain the participation application drawn up in accordance with model A enclosed in the call for tenders announcement and signed by the legal representative.

The following documentation must be enclosed, upon penalty of exclusion:

1. copy of a form of identification of the person who has signed the application;
2. company presentation focusing on similar activities stated in the purpose of the announcement;
3. self-certification in accordance with DPR 28 December 2000 no. 445 certifying possession of all the requisites, specifically stated, in art. 38 of D.Lgs. 163/2006;
4. signed declaration of the legal representative in accordance with the provisions of DPR 445/00, concerning the experience in the activities stated in the purpose of this procedure, from 1 January 2012, with the indications stated in art. 42, paragraph 1, lett. a) of D.Lgs. 163/2006 and the overall and specific turnover referring to the purpose of the tender of the last three years.

In the case of a temporary group, or ordinary consortium or EEIG, already formed or to be formed, the following documentation must be presented:

1. participation application presented by the head of group with related form of identification;
2. specific declaration stating the individuals taking part in the temporary group, signed by each individual forming the group with enclosed ID of each of the undersigned;
3. pledge to form the group if awarded the procedure;
4. company presentation of every individual taking part in the group focusing on similar activities stated in the purpose of the announcement;
5. self-certification (conforming with Model A) for every individual in the group;
6. self-certification in accordance with DPR 28 December 2000 no. 445 certifying possession of all the requisites, specifically stated, in art. 38 of D.Lgs. 163/2006, signed by every individual taking part in the group;
7. declaration of the legal representative of every individual taking part in the group signed in accordance with the provisions of DPR 445/00, concerning the experience in the activities stated in the purpose of this procedure, from 1 January 2012, with the indications stated in art. 42, paragraph 1, lett. a) of D.Lgs. 163/2006 and the overall and specific turnover referring to the purpose of the tender of the last three years.

3. Means of communication of identification of entities suited to the provision of the service

The FST will communicate via fax to the entities that have shown interest their admissibility to take part in the dialogue session.

If more than five entities show interest in taking part, the awarding administration will identify the entities that will not be called upon, based on experience.

4. Starting date, duration, renewal and extension

Fondazione Sistema Toscana reserves the right to request the contractor to begin the activity as soon as possible, even in arrears of the stipulation of the contract, as permitted by paragraph 12 of art. 11 of D.Lgs. 163/2006.

The cut-off date for the provision of the material is 15 solar days from the provisional awarding; the cut-off date for the installation and configuration of the hardware is 22 solar days from the provisional awarding.

Any delays in the full or partial delivery of the material must be justified by proven reasons of force majeure and nevertheless be agreed with the Fondazione. In any case, the Fondazione reserves the right to apply fines provided for in the Technical Specifications.

Fondazione Sistema Toscana reserves the right to attribute to the contractor integrative and additional services, in accordance with art. 57 paragraphs 2 and 5, to strengthen and carry out further activities and services associated with the assignment. Any further assignments will be subject to an additional contract with starting and cut-off dates that may differ from those stated in the previous and principal assignment and may not exceed 50% of this assignment.

It is hereby reminded that, to stipulate the contract, declarations must be issued concerning the non-existence of conditions hindering the stipulation of contracts with Public Administration, as provided for in the Code of Public Contracts.

5. Publication

This announcement is published on the web pages of www.fondazionesistematoscana.it and on other suitable platforms.

6. Procedure manager

The procedure manager is Tobia Pescia.

7. Information

Further information can be requested from the Purchasing and Tenders Office Manager Cecilia Gennai: email: c.gennai@fondazionesistematoscana.it, tel. 0552719012, fax 055489308.