

Załącznik nr 3  
do Regulaminu wprowadzonego zarządzeniem Rektora SGGW Nr 82 z dnia 16.06.2021 r w  
sprawie wprowadzenia Regulaminu udzielania zamówień publicznych, których przedmiotem są  
dostawy lub usługi służące wyłącznie do celów prac badawczych, eksperymentalnych,  
naukowych lub rozwojowych albo z zakresu działalności kulturalnej, których wartość jest  
równa lub przekracza netto 130000 PLN i jest kwotą mniejszą od wartości określonej zgodnie  
z art. 3 ust. 2, ustawy Prawo zamówień publicznych

Warsaw University of Life Sciences-SGGW  
Institute of Environmental Engineering  
Department of Hydrology, Meteorology and Water Management  
Ul. Nowoursynowska 166  
02-787 Warsaw  
Poland

## OFFER REQUEST

Pursuant to the Regulations for the Award of Public Contracts for Supplies or Services Exclusively for the Purpose of Research, Experimental, Scientific or Development Activities or in the Field of Cultural Activities<sup>1</sup>, the value of which is equal to or exceeds PLN 130,000 net and is lower than the value specified pursuant to Art. 3, para. 2, of the Public Procurement Law, the Contracting Authority - Warsaw University of Life Sciences-SGGW - requests a quotation for the price of supplies/services specified below:

### I. Contracting authority

Warsaw University of Life Sciences-SGGW  
Institute of Environmental Engineering  
Department of Hydrology, Meteorology and Water Management  
Ul. Nowoursynowska 166  
02-787 Warsaw  
Poland

### II. Subject of the request

The subject of the contract is the **implementation of a service under a civil law contract related to research work in the project implemented under the Norwegian Financial Mechanism "FORCE - FORecasting hydrological response, Carbon balance and Emissions from different types of mires in arctic-to-temperate zone transect in abrupt climatic change."**

The Contractor will be responsible for planning and conducting field work to measure greenhouse gas emissions (carbon dioxide and methane) by the chamber method using self-developed and fabricated measurement equipment, and for developing monitoring results. The monitoring sites are

*Szkoła Główna Gospodarstwa Wiejskiego w Warszawie, Instytut Inżynierii Środowiska, Nowoursynowska 166, 02-787 Warszawa,*  
„FORCE - FORecasting hydrological response, Carbon balance and Emissions from different types of mires in arctic-to-temperate zone transect in abrupt climatic change.". Projekt finansowany w ramach Norweskiego Mechanizmu Finansowego na lata 2014– 2021 – umowa nr UMO-2019/34/H/ST10/00711

located in Poland (2 locations: Biebrza Valley and Rospuda Valley) and Norway (3 locations: Midtjellmosen, Øvre Forra and Suossjarvi). The contractor's responsibilities will include:

- construction of new measuring chambers using materials provided by the contracting authority,
- installing chambers in the field,
- troubleshooting technical problems during measurements (e.g., changing batteries of measuring devices and repairing them in terms of soldering and sensor replacement),
- reading of data,
- taking GHG samples for chromatographic analyses,
- independent - in consultation with the Principal Investigator of the project - planning and implementation of field investigations,
- development of measurement results and preparation of a scientific publication on GHG emissions from peatlands and freshwater ecosystems.

The Contractor's commitment is envisaged at maximum 1,500 man-hours over the total contract period.

The Employer shall cover travel costs related to the performance of the contract and the costs of participation in international conferences related to the presentation of the results of the conducted research work.

III. **Contract completion** date from the date of signing the contract until 09.04.2024 with the possibility of extension up to 30.04.2024

IV. **Tender evaluation criteria** and their respective percentages (price or other tender evaluation criteria):

total price 100%.

For the price criterion, the amount resulting from the total charges for the project, calculated by the contracting authority on the basis of the submitted statements (Appendix No. 2) will be taken into account.

This contract will be awarded to the Contractor whose offer will have the lowest price per 1 hour of work + employer's charges resulting from the submitted statements.

V. **Other essential conditions of the contract**

1. Only those candidates can apply for the position, who meet following conditions:

- a) Have at least a PhD degree in the analysis of greenhouse gas emissions from aquatic or wetland ecosystems,
  - b) Have at least 3 years of experience in conducting research in harsh field conditions (including subarctic environments) as evidenced by a statement and documentation,
  - c) Are the first author of at least three scientific publications in the field of greenhouse gas emissions from wetland/peatland ecosystems,
  - d) have a category B driving licence,
  - e) have a very good command of English to prepare publications, conduct measurements in an international team, present measurement results at international conferences,
  - f) have experience in international business travel including independent travel arrangements,
  - g) have experience of technical work and independent execution of measuring devices,
  - h) knowledge of Scandinavian (Swedish, Danish, Norwegian) would be an advantage, given that research work is partly carried out in Norway.
2. The assessment of the fulfilment of the condition for participation in the proceedings, as defined in point. 1 above, will be made on the basis of the Contractor's statement, CV and copies of documents confirming her/his education. In the CV, information on the Contractor's professional qualifications, her/his professional experience in research work and a list of publications should be indicated in a precise manner.
  3. The Contracting Authority shall evaluate the fulfilment of the conditions for participation in the procedure by applying the criterion of fulfils-not-fulfils, i.e. according to the principle, whether the documents/statements that have been enclosed with the offer meet the requirements specified in the request for proposals,
  4. The Contracting Authority reserves the right to demand from the Economic Operators additional information/documents/clarifications regarding the submitted tender at each stage of the procedure.
  5. The submitted documents should confirm that the Economic Operator meets the conditions for participation in the procedure, no later than on the day of the deadline for submission of the offers.
  6. The offer which not meet the conditions for participation in the procedure specified in item. 1 above shall be rejected.

## VI. Method of preparing an offer

An offer shall be prepared on the enclosed "OFFER" form (appendix no. 1 to Offer request). The offer shall be prepared in Polish or English. The offer should be sent by e-mail to the address indicated in item VIII. The offer should be signed and sent as a scan or signed with a qualified electronic signature. In the subject line of the email, please write "Request for Offer for. Research service within the FORCE project".

## VIII. Place and deadline for submitting the offer

The offer should be sent to: [mateusz\\_grygoruk@sggw.edu.pl](mailto:mateusz_grygoruk@sggw.edu.pl) by 07.03.2023

prof. dr hab. inż. Janusz Kubrak  
Director of the Institute of Environmental Engineering  
*/signed with a qualified electronic signature/*

Dr hab. Mateusz Grygoruk, prof. SGGW  
Project Principal Investigator  
*/signed with a qualified electronic signature/*

<sup>1</sup> Remove irrelevant