**REQUEST FOR PROPOSALS SPECIFIC AND TECHNICAL CONDITIONS FOR THE CONTRACTING OF A LABORATORY TO ANALYSE MICROPLASTICS IN STOOL SAMPLES**

**(EXPEDIENTE N.º07-2024)**

**I. Objective**

The purpose of this Request for Proposals is to invite suppliers to submit proposals for the contracting of a laboratory to quantify the concentration of microplastics in stool samples in the framework of the PLASTICINE project, funded by Instituto Carlos III and co-funded by the European Union.



All the technical specifications contained in this document are considered to be part of the minimum requirements and do not exclude any other needs for compliance with the purpose of the service contracted.

**II. Scope**

**Background**

PLASTICINE (Microplastics exposure in babies and adults, and the association with intestinal markers of inflammation, permeability, and microbiota) is funded by Instituto de Salud Carlos III (ISCIII) through the project "PI23/00615" and co-funded by the European Union and aims to evaluate microplastics exposure and the association with biomarkers of intestinal health in the general population in different age groups. Specific objectives are i) to measure microplastics concentration in stool samples; ii) identify personal factors leading to exposure; iii) evaluate the association with local markers of intestinal health (microbiota). The study population includes 18-month-old infants of the BiSC mother-child cohort (N=346) and healthy adult participants in a previous cross-sectional study, both in Barcelona Metropolitan Area. Personal information on diet, socio-demographics, lifestyle, etc. has been ascertained through questionnaires and stool samples have been collected in 2022-2023 following specific protocols, and properly stored (-20/-80ºC). We aim to measure microplastics in stool samples in N=346 samples of infants (microbiome analysis are available from another project).

ISGlobal’s (Barcelona Institute for Global Health) mission is to improve global health and promote health equity through excellence in research and the translation and application of knowledge. To achieve this goal, we are conducting a highly novel study evaluating the association of microplastics exposure with a potential health outcome in a vulnerable period of life and a large sample size.

**Objective of the procurement**

ISGlobal is seeking a laboratory with the capacity to analyse microplastics in N=346 stool samples using state-of-the-art methods in a period of 12 months.

**III. Contract Responsible**

ISGlobal will appoint a person responsible for relations with the supplier (the "Contract Responsible"), who will coordinate with the entity’s staff and who will channel communications between the two parties.

**IV. Management of work and quality control**

ISGlobal and the laboratory will establish by common agreement a calendar of communications that will consist of bi-weekly or monthly progress calls.

Regardless of these scheduled calls, the Contract Responsible and the project management team may meet at any time if any of the two parties considers it appropriate, depending on the progress of the work hired. At any meeting the responsible person may choose to bring additional participants from ISGlobal if considered convenient. Bimonthly (every two months) reports will be provided by the awarded supplier.

**V. Required qualifications**

The selected laboratory should meet these requirements:

* Demonstrated experience in analytical chemistry
* Demonstrated experience in the analysis of microplastics in biological samples

**VI. Period of execution and delivery of reports**

The execution of the work will be carried out over a period of 12 months.

**VII. Essential contractual obligations**

The following will be considered as essential obligations of the awarded supplier:

* Ensure feedback from project partners is taken into account for the development of the solution
* Ensure all data is kept safe and with accomplishment with legal regulations
* Report any problems encountered during the development of the digital solution
* Bimonthly report on progress of the work
* Delivery of final results

**VIII. Duration and start date**

The duration of the contract will be 12 months.

The estimated start date of the contract is April 1st, 2024.

**IX. Estimated value**

The contract budget is set to 100.000 euros (EUR), excluding taxes. The amount will not exceed this budget in any case. Consequently, for non-exempt suppliers, the final price of the contract will be the budget amount plus the corresponding Value Added Tax (VAT).

**X. Method of payment**

The laboratory will periodically provide reports on the state of development of the sample analyses. Payment will always be made upon invoice, within 30 days of invoice date, by bank transfer:

* First payment: 30%
* Second payment (month 6): 30%
* Final payment upon completion of analyses in all samples and delivery of results: 40%

This is a proposed timeline, which is subject to change based on negotiated scope of work.

**XI. Advertising**

The present Request for Proposals document will be published in the Suppliers section of the contracting entity’s website: <https://www.isglobal.org/en/contrataciones>.

**XII. Procurement procedure:**

The selection procedure will be made complying with the internal procurement regulations of the contracting entity, as provided in sections VIII and IX of the Procurement Manual.

**XIII. Nature of the contract**

This contract is considered a private contract and is subject to private law, governed by the contract and attached documentation, and by the applicable civil and commercial legislation.

**XIV. Submission of proposals**

Interested applicants are invited to submit a comprehensive proposal, addressing the needs described in the Request for Proposals document, to the following e-mail address: contrataciones@isglobal.org.

Proposals must be sent in one single consolidated document in PDF format.

The deadline for the submission of proposals is set on **February 15th, 2024, at 15:00 PM.**