

Market Survey of 12/06/2026

Market Survey for the Purchase of Academic and Research Literature in the English Language, 2026–2029

CPV 22100000-1

The Free University of Bozen/Bolzano is conducting a market survey for the purchase of academic and research literature in the English language, in accordance with the specifications and conditions detailed in the attached "Technical Specifications".

Offer, service delivery and payment terms:

- The offer must be valid for at least 120 days;
- The term of the service contract covered by the tender shall not exceed 36 months and shall expire earlier should the contractual amount be exhausted;
- The supply shall consist of recurring orders for individual volumes to be placed from time to time, as needed, by the supplier. The offered prices shall be updated to the current market prices at the time of each order and, therefore, no price revision adjustment shall apply pursuant to Article 60(4-ter), final sentence, of Legislative Decree No. 36/2023;
- The service must be performed under the conditions set out in the Technical Specifications. In the event of non-performance, a penalty shall apply for each day of delay until the conditions are restored, equal to one per thousand (1‰) of the contract value;
- The service must include any accessory necessary for its performance;
- Payment of the consideration shall be made exclusively by bank transfer, within 60 days from the date of receipt of the invoice, which shall be issued monthly, and is subject to verification of proper performance of the service. No advance payment is foreseen;
- The contract shall be governed by and construed in accordance with Italian public procurement law and Italian civil law. Any dispute arising out of or in connection with this contract shall fall within the exclusive jurisdiction of the competent courts of Bolzano.

Please submit to us your best offer for the items listed above by 17:00 on 30.06.2026

The offer must be submitted via certified email (PEC) to purchasing@pec.unibz.it.

The maximum offer amount may not exceed €45,000.00 for 12 months, for a maximum total amount of €135,000.00 over 36 months, including renewals. Offers exceeding this amount will not be considered.

The contract shall automatically expire upon exhaustion of the maximum contractual amount or upon expiry of the maximum term.

Offers that do not cover all the required positions and conditions will not be considered.

This market survey has the sole purpose of sounding the market and does not constitute a call for tenders. The market survey ends with the receipt and archiving of the offers received.

Subsequently, a formal direct award will be made to the economic operator who submitted the most suitable offer for the purpose of the the Free University of Bozen/Bolzano.

By submitting an offer, all conditions stated in this market analysis are accepted.

The offers are evaluated according to the criterion of the lowest price.

It should be noted that the direct award will be handled through the portal of the Autonomous Province of Bolzano ISOV (www.bandi-altoadige.it). The economic operator who has submitted the most suitable offer undertakes, by submitting the offer, to register in the telematic directory of the ISOV portal, if the registration has not already been made.

Interested economic operators must also meet the following requirements:

- registration in the register of companies for activities related with the service that is the subject of the assignment in accordance with Article 100(3) of Legislative Decree 36/2023 as amended.
- absence of the grounds for exclusion set out in Articles 94 and 95 of Legislative Decree 36/2023 as amended.

The possession of the above-mentioned conditions must be proven by the economic operator who has submitted the most suitable tender with a declaration in replacement of a certificate in accordance with art. 46 and 47 of D.P.R. No. 445 of 28 December 2000. In addition, a declaration regarding the traceability of the funds must be provided. These documents, which are provided by unibz, must be digitally signed by the legal representative, and submitted to the awarding authority. This if the direct award is not concluded otherwise.

Please note that the Free University of Bozen/Bolzano is subject to electronic invoicing and split payment.

Please note that any potential assignment exceeding €40,000 (excluding VAT) is subject to the payment of stamp duty by the economic operator, as provided for in Article 18(10) and Annex I.4 of Legislative Decree 36/2023. For this purpose, proof of payment of the stamp duty (via F24 ELIDE) must be submitted before the assignment is awarded. The contracting authority retains the right, by means of a reasoned decision, to waive the requirement for the above-mentioned guarantee.

Information pursuant to Art. 13 EU Reg 2016/679 "European Regulation on the protection of personal data".

The present data protection information is issued based on the European Regulation (EU) 2016/679, General Regulation on Data Protection (from now on, GDPR), which, pursuant to Articles 13 and 14, provides for the obligation to provide data subjects with information necessary to ensure fair and transparent processing of their personal data.

1. Subjects of the treatment

1.1 The owner of data processing is the Free University of Bozen/Bolzano, with legal seat at Piazza Università n. 1, 39100 Bozen/Bolzano, in the person of the President and legal representative pro tempore.

1.2 The Data Protection Officer of the Free University of Bozen/Bolzano can be contacted at the following email address: privacy@unibz.it.

2. Purpose of the data processing

2.1 The personal data you provide will be processed for the purpose of managing the selection procedure with possible pre-contractual measures and for the management of the ranking lists (if provided for by the call for application). This also includes the publication of the ranking lists on the University's website. The processing also includes possible checks of substitute declarations pursuant to Art. 71 D.P.R. 445/2000 (see point 4.2).

2.2 It is possible that data processing may also include special categories of data (e.g. health data and data concerning disabilities, etc.) as well as personal data concerning criminal convictions or offences, pursuant to Art. 10 GDPR.

2.3 To this end, your personal data will be processed by the members of the selection committees, and by the appointed staff of the Purchasing Office of the Free University of Bozen/Bolzano.

3. Processing mode and duration of data storage

3.1 The data will be processed in compliance with security and data protection in accordance with European and relevant national provisions on data protection. Personal data may be processed manually and/or with electronic and/or telematic tools.

3.2 In the present case, the applications for participation in the tender will be kept for 10 (ten) years. The evaluation minutes of the Examination Committees, with their annexes, as well as the authorization file and the allocation of the contract, are kept indefinitely.

4. Processing, communication, and dissemination of personal data

4.1 The personal data may be processed by our appointed administrative offices and the Selection Committee, which have been duly instructed for this purpose in accordance with Art. 29 GDPR.

4.2 In particular, in compliance with the provisions of the basic data protection regulation, your data may be communicated to public entities for the purpose of fulfilling the control of substitute declarations in accordance with Art. 71 of D.P.R. 445/2000. In addition, the University can automatically acquire some information to verify the statements submitted by candidates (e.g., request for verification of criminal records, requests for confirmation of qualifications to schools, universities, etc.; request to the municipalities of the family status, etc.). Your personal data may also be subject to controls by the Agency for the procedures and supervision of public works, services and supplies contracts – modalities for the use of procedures, as part of a control pursuant to Art. 5, paragraph 7 of P.L. 16/2015.

5. Nature of the transfer and lawfulness of the processing

5.1 Your data are absolutely necessary for participating in the selection procedure according to Art. 2.

5.2 Your data will be processed lawfully in accordance with Article 6, paragraph 1 (b, e, f), or special data categories in accordance with Art. 9, paragraph 2 (b, g, f) and 10 GDPR.

6. Existence of an automated decision-making process

6.1 You will not be subject to any decision based solely on the automated processing of your personal data that has legal effect on you or that significantly affects you in a similar manner.

7. Rights of the data subject

7.1 As a data subject, you are entitled to all the rights set out in section 2, 3 and 4 of Chapter III of the GDPR (such as the right of access to personal data, the right to correct or delete such data; the right to limit the processing of personal data).

7.2 In accordance with Art. 77 DSGVO you also have the right to appeal to a competent national supervisory authority (such as the Italian Data Protection Authority <http://www.garanteprivacy.it/>).

To exercise these rights, send your request to privacy@unibz.it.

Best regards,

Free University of Bozen/Bolzano
The sole Projektmanager
Filippo Paltrinieri

Specifications for the delivery

of English-language study and research literature 2026 – 2027 – 2028

- Delivery of book orders in English (see below for an exemplary list* of possible publishers)
- Free delivery of orders to the library locations in Bolzano and Bressanone
- Literature search and special orders for literature in English directly from publishers, including non-European publishers
- Research and delivery of antiquarian and out-of-print media in English from relevant suppliers
- Research and orders from various online suppliers in English
- Submission of offers for confirmation by the University Library of Bolzano if the sale price differs by more than £20 from the price stated in the order
- Order and invoice transmission via Edifact
- Website with database search and track-your-order
- New Title Information service by email according to defined subject profiles and customized for various subject librarians at the University Library of Bolzano
- Delivery at least one time per week
- Keeping orders on record until delivery
- Fast response times to enquiries: max. 2 working days

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MIT Press
Kaph Books
Seagull Books London
Manchester University Press
MIT Press
Routledge
Intersentia Ltd
Afterall
Penguin Classics
Pearson
Routledge
Cambridge University Press
WW Norton & Co
Wiley-Blackwell
Nai010 Publishers
Oxford University Press
St. Martin's Press
WW Norton & Co
Set Margins' publications
Faber & Faber