

Catalan Institute of Chemical Research Foundation

TECHNICAL SPECIFICATIONS FOR THE CONTRACT, BY OPEN PROCEDURE, NOT SUBJECT TO HARMONIZED REGULATION, FOR THE SUPPLY AND MAINTENANCE OF AN ONLINE ELECTRONIC LABORATORY NOTEBOOK OF INSTITUT CATALÀ D'INVESTIGACIÓ QUÍMICA.

EXP 38-2025

TECHNICAL SPECIFICATIONS FOR THE CONTRACT, BY OPEN PROCEDURE, NOT SUBJECT TO HARMONIZED REGULATION, FOR THE SUPPLY AND MAINTENANCE OF AN ONLINE ELECTRONIC LABORATORY NOTEBOOK OF INSTITUT CATALÀ D'INVESTIGACIÓ QUÍMICA.

1.- Object of the contract

The purpose of these Technical Specifications is to establish the technical bases for the contracting of the supply of licenses for an online electronic laboratory notebook of Institut Català d'Investigació Química.

The scope of this tender includes:

- Supply of licenses for the use of an online electronic laboratory notebook.
- ChemDraw license supply .
- Notebook Subscription Archive .
- Annual support from the software manufacturer.

2.- Technical characteristics

The technical characteristics required for the software subject to the contract must be those detailed below:

- A software that should allow the recording of ICIQ researchers' research experiments, including ChemDraw drawings, Microsoft Office documents and attached files of research instruments. This software should allow organizing information in notebooks and experiments, sharing, searching and filtering data with ease.
- The data must be hosted on online servers that meet the security and support requirements of the manufacturer of the electronic laboratory notebook software. The service must include the system resources to store the E-notebook files, making them available through the Signals Notebook application with a minimum of 100GB.
- The online Laboratory electronic notebook must be 100% compatible with the current Signals Notebook laboratory notebook, with ChemDraw and with Microsoft Office applications. The bidder must document this compatibility in its offer.

2.2.- Warranty

The licenses will last 3 years, from January 1, 2026 to December 31, 2028.

2.3.- Software licenses

The ICIQ requires the following licenses:

- 300 licenses of Signals ChemDraw University Edition to digitize the research work of its researchers.
- 10 ChemDraw Prime licenses for laboratory equipment computers.
- Notebook Archive subscription to store the files of the old E-notebook laboratory notebook with a limit of 100Gb.

2.4.- Maintenance

Included in the offer is annual support from the manufacturer so that possible incidents in the online electronic laboratory notebook can be resolved.

Likewise, future software updates and improvements are also included, as well as corrective maintenance and installation by specialized personnel.

2.5.- Delivery time

The deadline for delivery of the licenses is set at a maximum of 4 weeks from the day after the contract is signed.

The duration of the contract will be from January 1, 2026 to December 31, 2028.

3.- Tender budget

The maximum tender budget is €87,000.00 excluding VAT, for the 3 years of contract.

The payment terms will be as follows:

Year 2026 (32 %): € 27,840.00 without VAT.

Year 2027 (33.3 %): € 28,971.00 without VAT.

Year 2028 (34.7 %): € 30,189.00 without VAT.

4.- Interlocutors

The successful bidder will appoint a valid contact person to resolve issues arising from the general operation of the supply. Identification, name and position are required.

The interlocutor for the ICIQ will be Mr. Angel Mosquera, IT Unit Manager.

Tarragona, September 19, 2025.

Mr. Alvaro Virga

Technician IT Unit

Institute Catalan of Research Chemistry