Exploratory notice for the verification of the uniqueness of the supplier for the assignment pursuant to Article 63, paragraph 2, letter b), point 2 and letter c) of Legislative Decree no. 50/2016 for the supply of a software in SaaS (software as a service) mode aimed at the acquisition of a Customer Relationship Management Platform for the management of international students' applications - Global Engagement Office of the University of Padova.

WHEREAS
- The Strategic Guidelines of the University of Padova 2016-2020 and the Integrated Performance Plan (2019 - 2021 and 2020 - 2022) identify among the University's strategic objectives 'Making study and doctoral courses open and international learning "environments"', an objective that can be measured by taking as reference the 'Proportion of students enrolled in the first year (L, LM, LMCU) who have obtained their admission qualification abroad. In order to achieve this objective, it is necessary to acquire a Customer Relationship Management (CRM) platform that will enable the combined structuring and management of both international promotion activities and international student admission processes. In this sense, the platform is expected to be used by the staff of the Global Engagement Office (about 15 operators) and by the teaching and technical-administrative staff of the various departments of the University (about 250 operators).
- For these purposes, the University of Padova has launched an informal market survey in order to verify the number of economic operators able to meet the above-mentioned needs. In particular, making use of the experiences gained by five Italian state university institutions that satisfied the same public interests, it identified the DreamApply Software - produced and marketed by the economic operator Dreamapply Group, based in Tatari 64, Tallinn 10134, Estonia - as the software that meets the specific needs of the University and has exclusive characteristics.
- The University of Padova has previously had the aforementioned software and that the same has satisfied the University's requirements.
- The University of Padova notes the need to verify the existence on the market of other software combining the above specifications and providing the same functionalities of the DreamApply software - produced and marketed by the economic operator Dreamapply Group, based in Tatari 64, Tallinn 10134, Estonia - as software meeting the specific needs of the University and having exclusive characteristics.

WHEREAS
- The University of Padova - Global Engagement Office of the University of Padova, is authorised to initiate a negotiated procedure pursuant to Article 63 paragraph 2 letter b), point 2 of the Legislative
Decree no. 50/2016 as amended and supplemented for the supply of a software licence in SaaS mode (software as a service) for the acquisition of a Customer Relationship Management Platform for the management of applications of international students of the University of Padova.

- The total presumed cost of the supply for 36 months, on the basis of the informal request for quotation from the economic operator Dreamapply Group, based in Tatari 64, Tallinn 10134, Estonia - is 196,000.00 euro (One hundred and ninety-six thousand) excluding VAT, of which 186,000.00 (One hundred and eighty-six thousand) is for the acquisition of the licence for the use, maintenance and assistance of the platform for 36 months and 10,000.00 (Ten thousand) for the evolutionary maintenance provided on a consumable basis.
- The SAAS software must be put into production no later than 01/09/2021.
- The supplier must have proven experience in student Onboarding over the last three years.

ACKNOWLEDGED THAT

- Pursuant to Article 63 paragraph 2 letter b), point 2 of Legislative Decree No. 50/2016: "[...] the negotiated procedure without prior publication may be used when the works, supplies or services can only be provided by a particular economic operator for one of the following reasons: "[...], "competition is absent for technical reasons" it is necessary that it is proven that "there are no other economic operators or reasonable alternative solutions and the absence of competition is not the result of an artificial limitation of the parameters of the contract";
- The European Commission, following the spread of the health emergency caused by the COVID19 epidemic, adopted the Communication (2020/C 108 I/01) on "Guidelines of the European Commission on the use of the framework for public procurement in the emergency situation related to the COVID19 crisis". The Communication outlined the options and possible margins for manoeuvre under the EU framework of the 2014 Public Procurement Directives for the purchase of supplies, services and works needed to tackle the crisis;
- The Commission, in the aforementioned communication, recalls that in urgent cases the contracting authorities can avail themselves of the possibility to reduce the deadlines in order to accelerate open or restricted procedures; and that if these margins for manoeuvre are not sufficient, they can resort to a negotiated procedure without prior publication; finally, it admits the direct award to a pre-selected
economic operator, if the latter is the only one able to deliver the necessary supplies in compliance with the technical and time constraints imposed by the extreme urgency;

- The ANAC, with the document "Recognition of the acceleration and simplification provisions, present in the Code of Contracts and in the current regulatory framework, in order to provide guidance to contracting stations to facilitate the conduct of award procedures" referred to the possibility of resorting to direct award to a preselected economic operator, if the latter is the only one able to deliver the necessary supplies in compliance with the technical and time constraints imposed by the extreme urgency (Article 63 paragraph 2 letter b of Legislative Decree no. 50/2016);

- The final and total price of the software application shall not exceed the aforesaid amount of EUR 196,000.00 (One hundred and ninety-six thousand/00) excluding VAT, inclusive of the costs of travel of consultants, installation, annual implementation, training, technical assistance and maintenance service;

- The conditions are met to award the contract to the economic operator Dreamapply Group, with its registered office at Tatari 64, Tallinn 10134, Estonia, by negotiated procedure without prior publication of a tender notice, pursuant to Article 63, paragraph 2, letter b), point 2) and letter c) of Legislative Decree 50/2016;

**ALL OF THE ABOVE STATED AND CONSIDERED**

- With the present notice, this Administration, in application of the general principles of economy, effectiveness, impartiality, transparency, adequate publicity, non-discrimination, equal treatment and proportionality, intends to carry out a preliminary market consultation, in order to acquire and select all the information and all the elements useful to ascertain whether the product requested is indeed the only one on the market capable of satisfying the need expressed by the Administration or whether, differently from the information in its possession, there are other economic operators, in addition to those identified by this University, who can supply a software application, in SaaS (software as a service) mode, aimed at the acquisition of a Customer Relationship Management Platform for the management of international students' applications - Global Engagement Office of the University of Padova.
Specifically, the software subject of this notice must have the minimum characteristics set out in the TECHNICAL ANNEX.

Modalities and deadline for the submission of expressions of interest

The economic operators who believe they produce and/or market products with the described characteristics or characteristics equivalent to the software application object of this assignment and who meet all the technical requirements set out in the attached technical sheets and send within and no later than 15 days from the date of publication of this notice a PEC with the subject "Exploratory notice for verification of uniqueness of supplier ex art. 63 paragraph 2 letter b) point n. 2 of Legislative Decree no. 50/2016 - Software for Global Engagement Office" via PEC or email amministrazione.centrale@unipd.it and in c.c. the address acquisti.software@unipd.it.

This market survey is of an urgent nature, requests received after the aforementioned deadline will not be taken into consideration.

In order to verify the conformity of its application to the specific requirements of the University, the interested economic operator shall attach to its expression of interest a technical-economic proposal containing:

a) Expression of Interest form digitally signed by the legal representative of the company (in the absence of a digital signature, accompany the expression of interest with a photocopy of a valid identity document), as per Facsimile Annex 1.

b) technical characteristics of the software application produced and marketed;

c) a detailed and explanatory statement attesting to the functional and performance equivalence of the application software produced and marketed with precise evidence of the technical characteristics in line with all the requirements of D.I. of 13 June 2017 no. 402 (Definition of the standards, requirements, indicators of the Schools of Specialisation in the Health Care Area), pursuant to art. 3, paragraph 3, of D.I. no. 68/2015).

In the event that it is confirmed that Dreamapply Group, with registered office in Tatari 64, Tallinn 10134, Estonia is the only economic operator capable of supplying the application with the required
technical characteristics, this Administration intends to conclude a contract pursuant to Article 63 c. 2 lett. B) point 2 of Legislative Decree 50/2016 as amended and supplemented with the economic operator which, at present, is the only one capable of guaranteeing the requested supply for the reasons indicated above.

**Further information**

This notice is intended as a market survey; it does not constitute a contractual proposal and does not bind the University in any way. The application does not give rise to any right or automatic entitlement to participate in other award procedures, whether of a negotiated or public nature.

This notice is published on the University's client profile link to tenders and contracts. The outcome of the market survey and the consequent decisions that the University intends to take will be announced in the same way.

Any information and administrative clarifications relating to this notice may be requested, even only by email, at acquisti.software@unipd.it.

Any information and technical clarifications relating to this notice may be requested, even only by email, at acquisti.software@unipd.it.

**Processing of personal data**

In compliance with the GDPR European Privacy Regulation no. 679/2018, please note that the data collected will be used exclusively for purposes related to the management of the procedure in question, also with the assistance of computerised means. The sending of the expression of interest implies explicit authorisation to process the data and full acceptance of the provisions of this notice.

The Head of the Information Technology and Telematic Services Area

Andrea Baraldo

digitally signed pursuant to Legislative Decree no. 82/2005
Attachments
1) Characteristics of the application solution
2) "Expression of interest by the economic operator" form