

FACT SHEET

Framework agreement on the purchase of vials and corresponding caps for laboratory use



Briefly about the agreement

Aalborg University, Aarhus University, University of Southern Denmark, Technical University of Denmark, and University of Copenhagen have jointly conducted a tender for vials and corresponding caps for laboratory use.

The collaboration allows for leveraging the collective competitive strength in the large volume across the institutions. The framework agreement also enables researchers and laboratory technicians to purchase a wide range of vials for laboratory use, ensuring that the majority of the procurement needs are covered by the agreement.

The agreement includes a selected range with fixed prices on specific products within the following product groups:

- Screwcap vials
- Screw caps
- Snapcap vials
- Snap caps
- Crimpcap vials
- Alu caps
- Micro inserts
- Scintillation vials

There are the following 2 suppliers on the framework agreement:

- VWR International A/S
- Th. Geyer Scandinavia ApS

Framework agreement for vials with corresponding caps

All purchases under the framework agreement will be made via a so-called needs model. This means that all purchases under the framework agreement must be made by direct allocation to the Supplier that most cost-effectively meets the functional research need (“needs model”). The functional research need is based on a research assessment of which product best meets the Contracting Authority’s needs in connection with the specific purchase.

Fees

For purchases with a value of less than DKK 500, the supplier may charge the Customer a minimum order fee of DKK 150.

Duration of the agreement

The framework agreement comes into force on March 1, 2025, and runs for 4 years until February 28, 2029. Subsequently, the agreement must be retendered.

How to use the agreement

Purchases must be made in AAU’s e-commerce system via catalog. Here, the prices of the 2 suppliers can be seen on the items in the aforementioned product groups.

If there is a need for repeated purchases of other vials than those listed in the e-commerce system, please contact Procurement and Purchasing, who will then ensure that the product is made available as part of this agreement. The suppliers can at any time provide product-specific advice and guidance.

Supplier information

Th Geyer

Nikolaj Schmolker

Mobil: +45 53 21 11 01

Email: schmolker@thgeyer.com

Framework agreement for vials with corresponding caps

VWR International A/S
Jeanette Hoff Juul
Mobil: +45 43868732
E-mail: jeanette.hoff@avantosciences.com

Order Confirmation

The supplier has two working days to send an order confirmation to the Customer. The order confirmation must specify the expected delivery time, correct item numbers, quantities, and prices, as well as any other deviations from the purchase order. If it is not possible to specify a final delivery date, e.g., due to the delivery time from the Supplier's supplier, a preliminary order confirmation will be sent instead. The order confirmation must be sent to the Customer's purchaser, who is always specified on the purchase order.

If the Supplier's order confirmation deviates from the purchase order, the Customer's purchase order shall prevail unless the Customer's purchaser, after receiving the order confirmation, has confirmed in writing that the delivery should be made under the terms of the order confirmation.

Delivery Terms

Orders placed before 10:00 AM on a working day must be delivered within 3 working days from the Customer's order, unless otherwise agreed by the parties. Unless otherwise agreed, delivery must take place on working days between 08:00 and 15:00. Two (2) fixed delivery days per week are agreed upon per Customer.

The products are delivered free of charge to the address(es) and at the specific location specified in connection with the Order. The Supplier's delivery costs are thus included in the stated prices. For

Framework agreement for vials with corresponding caps

purchases with a value of less than DKK 500, the Supplier may, as mentioned, charge the Customer a minimum order fee of DKK 150.

Each Delivery must be accompanied by a delivery note stating the Supplier's reference, the Customer's EAN location number, the name and address of the delivery location, and an exact description of the contents of the Delivery, the Delivery location, etc.

Returns

The Customer is entitled to return Goods included in the Delivery, provided the returned goods are in the same condition as upon delivery. This means that the Goods must be in unopened packaging and otherwise unused. The Customer's notice of return of Goods must be given to the Supplier no later than 30 days after Delivery. The Customer bears all costs for the proper return of Goods. This also applies in cases where the Customer asks the Supplier to collect the Goods.

Promotional Prices

If the Supplier holds a promotion or other offers on a Product covered by this Framework Agreement, where the price is lower than the current price on the Framework Agreement, the Supplier must offer this promotional price to the Customer.

Backorder

The Supplier must notify the Customer when sending the order confirmation if there are ordered Products that are on backorder or are special order items. In this notification, the Supplier must specify an expected delivery time for the respective Products. If the Product has an expected delivery time of more than 10 working days from the Customer's Order, the Supplier must offer the Customer one of the following options:

Framework agreement for vials with corresponding caps

- Receive a substitute item if the Supplier can offer a Product of equivalent quality and functionality. The Customer is not obliged to accept substitute items.
- Cancellation of the ordered Product.

Ongoing follow-up on the agreement Throughout the entire agreement period, there will be ongoing follow-ups on prices and product range. If users experience problems or deviations in quality, service, etc., it is crucial to contact Procurement and Purchasing so that the supplier is made aware of the issues and can optimize them.

You are always welcome to contact Procurement and Purchasing if you have any questions or comments about the agreement. We continuously follow up together with the other institutions and would very much like your feedback regarding the agreement.

Procurement and Purchasing can be contacted at: indkoebseheden@adm.aau.dk.