

Purchasing and Tenders

Florence Site Coordinator: Costanza Orsini.

Bari Site Coordinator: Alessandro Basanisi.

Pisa Site Coordinator: Giuliana Morelli.

Other personnel: Lucia Angellotti, Francesco Bonaccini, Manuela Cempini, Sara Corridori, Francesca Fioravanti, Maria Cristina Salvatici.

The Office provides the following services:

- acquisition of the need for expenditure by the head of the research group, office or service, and verification of the funds covering the costs;
- management and monitoring of all phases of the procurement procedures;
- management of the contracts stipulated, ensuring that the suppliers respect the agreed terms and conditions;
- economic and technical analysis for the evaluation of the offers and selection of the most suitable supplier;
- communication and coordination with the institute's staff;
- updating on reference regulations and guidelines relating to public procurement;
- compilation of the register of conflicts of interest.