



SELEZIONE PUBBLICA N. 2024N45, PER ESAMI E CON EVENTUALE PRESELEZIONE, PER L'ASSUNZIONE A TEMPO INDETERMINATO E PIENO DI N. 10 PERSONE NELL'AREA FUNZIONARI, SETTORE PROFESSIONALE AMMINISTRATIVO-GESTIONALE, PRESSO L'UNIVERSITÀ DEGLI STUDI DI PADOVA. APPROVVIGIONAMENTI E APPALTI PUBBLICI – PROFILO GENERALISTA.

QUESITI COLLOQUIO

ELENCO N. 1:

QUESITI TECNICI:

- 1.a) La/il candidata/o illustri la disciplina degli appalti sotto soglia.
- 1.b) La/il candidata/o deve procedere alla rilevazione dei fabbisogni di beni e servizi per il triennio successivo finalizzato alla elaborazione della programmazione. Illustri come intende procedere, le fasi, le modalità e gli adempimenti.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 1

The award of public contracts by or on behalf of Member States' authorities has to comply with the principles of the Treaty on the Functioning of the European Union (TFEU), and in particular the free movement of goods, freedom of establishment and the freedom to provide services, as well as the principles deriving therefrom, such as equal treatment, non-discrimination, mutual recognition, proportionality and transparency. However, for public contracts above a certain value, provisions should be drawn up coordinating national procurement procedures so as to ensure that those principles are given practical effect and public procurement is opened up to competition.

Whereas 2

Public procurement plays a key role in the Europe 2020 strategy, set out in the Commission Communication of 3 March 2010 entitled 'Europe 2020, a strategy for smart, sustainable and inclusive growth' ('Europe 2020 strategy for smart, sustainable and inclusive growth'), as one of the market-based instruments to be used to achieve smart, sustainable and inclusive growth while ensuring the most efficient use of public funds. For that purpose, the public procurement rules adopted pursuant to Directive 2004/17/EC of the European Parliament and of the Council (4) and Directive 2004/18/EC of the European Parliament and of the Council (5) should be revised and modernised in order to increase the efficiency of public spending, facilitating in particular the participation of small and medium-sized enterprises (SMEs) in public procurement, and to enable procurers to make better use of public procurement in support of common societal goals. There is also a need to clarify basic notions and concepts to ensure legal certainty and to incorporate certain aspects of related well-established case-law of the Court of Justice of the European Union.

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .docx "Prova_A" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- imposti margine stretto
- giustifichi il testo

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 2:

QUESITI TECNICI:

2.a) La/il candidata/o illustri le diverse procedure di scelta del contraente.

2.b) Un docente richiede l'acquisto di una strumentazione scientifica dell'importo di € 150.000. La/il candidata/o illustri come intende procedere all'acquisto.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 3

When implementing this Directive, the United Nations Convention on the Rights of Persons with Disabilities (6) should be taken into account, in particular in connection with the choice of means of communications, technical specifications, award criteria and contract performance conditions.

Whereas 4

The increasingly diverse forms of public action have made it necessary to define more clearly the notion of procurement itself; that clarification should not however broaden the scope of this Directive compared to that of Directive 2004/18/EC. The Union rules on public procurement are not intended to cover all forms of disbursement of public funds, but only those aimed at the acquisition of works, supplies or services for consideration by means of a public contract. It should be clarified that such acquisitions of works, supplies or services should be subject to this Directive whether they are implemented through purchase, leasing or other contractual forms. The notion of acquisition should be understood broadly in the sense of obtaining the benefits of the works, supplies or services in question, not necessarily requiring a transfer of ownership to the contracting authorities. Furthermore, the mere financing, in particular through grants, of an activity, which is frequently linked to the obligation to reimburse the amounts received where they are not used for the purposes intended, does not usually fall within the scope of the public procurement rules. Similarly, situations where all operators fulfilling certain conditions are entitled to perform a given task, without any selectivity, such as customer choice and service voucher systems, should not be understood as being procurement but simple authorisation schemes (for instance licences for medicines or medical services)

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .xlsx "Prova_B" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- adatti al testo la larghezza delle colonne
- faccia la somma di tutti i valori nella colonna "prezzo"

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 3:

QUESITI TECNICI:

- 3.a) La/il candidata/o illustri le diverse fasi della procedura di appalto di un servizio.
- 3.b) Durante l'esecuzione di un contratto, vengono meno alcune esigenze. L'Università deve pertanto procedere ad una diminuzione delle prestazioni. La/il candidata/o illustri quali soluzioni adotterebbe.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 5

It should be recalled that nothing in this Directive obliges Member States to contract out or externalise the provision of services that they wish to provide themselves or to organise by means other than public contracts within the meaning of this Directive. The provision of services based on laws, regulations or employment contracts should not be covered. In some Member States, this might for example be the case for certain administrative and government services such as executive and legislative services or the provision of certain services to the community, such as foreign affairs services or justice services or compulsory social security services.

Whereas 6

It is also appropriate to recall that this Directive should not affect the social security legislation of the Member States. Nor should it deal with the liberalisation of services of general economic interest, reserved to public or private entities, or with the privatisation of public entities providing services. It should equally be recalled that Member States are free to organise the provision of compulsory social services or of other services such as postal services either as services of general economic interest or as non-economic services of general interest or as a mixture thereof. It is appropriate to clarify that non-economic services of general interest should not fall within the scope of this Directive

Whereas 7

It should finally be recalled that this Directive is without prejudice to the freedom of national, regional and local authorities to define, in conformity with Union law, services of general economic interest, their scope and the characteristics of the service to be provided, including any conditions regarding the quality of the service, in order to pursue their public policy objectives.

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .docx "Prova_A" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- imposti margine largo
- dia al titolo del punto 2 lo stesso formato (grassetto sottolineato) che trova nel paragrafo 1

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 4:

QUESITI TECNICI:

- 4.a) La/il candidata/o illustri il criterio di aggiudicazione del minor prezzo.
- 4.b) È necessario procedere ad un'indagine di mercato per acquisire un'attrezzatura di importo pari ad € 150.000. La/il candidata/o illustri come intenderebbe procedere.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 8

A contract should be deemed to be a public works contract only if its subject-matter specifically covers the execution of activities listed in Annex II, even if the contract covers the provision of other services necessary for the execution of such activities. Public service contracts, in particular in the sphere of property management services, may, in certain circumstances, include works. However, in so far as such works are incidental to the principal subject-matter of the contract, and are a possible consequence thereof or a complement thereto, the fact that such works are included in the contract does not justify the qualification of the public service contract as a public works contract. However, in view of the diversity of public works contracts, contracting authorities should be able to make provision for contracts for the design and execution of work to be awarded either separately or jointly. This Directive is not intended to prescribe either joint or separate contract awards.

Whereas 9

The realisation of a work corresponding to the requirements specified by a contracting authority requires that the authority in question must have taken measures to define the type of the work or, at the very least, have had a decisive influence on its design. Whether the contractor realises all or part of the work by his own means or ensures their realisation by other means should not change the classification of the contract as a works contract, as long as the contractor assumes a direct or indirect obligation that is legally enforceable to ensure that the works will be realised

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .xlsx "Prova_B" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- ordini la tabella dal valore più piccolo al più grande della colonna A
 - ponendosi alla fine della colonna F "prezzo" estragga il valore massimo (Max) presente nella colonna
- Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 5:

QUESITI TECNICI:

- 5.a) La/il candidata/o illustri il criterio dell'offerta economicamente più vantaggiosa.
- 5.b) Tutti i dipartimenti dell'università hanno necessità di acquistare materiale di cancelleria. Si tratta di un acquisto ricorrente. La/il candidata/o illustri quali attività porrebbe in essere per soddisfare l'esigenza nella maniera più efficiente ed efficace.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 10

The notion of ‘contracting authorities’ and in particular that of ‘bodies governed by public law’ have been examined repeatedly in the case-law of the Court of Justice of the European Union. To clarify that the scope of this Directive *ratione personae* should remain unaltered, it is appropriate to maintain the definitions on which the Court based itself and to incorporate a certain number of clarifications given by that case-law as a key to the understanding of the definitions themselves, without the intention of altering the understanding of the concepts as elaborated by the case-law. For that purpose, it should be clarified that a body which operates in normal market conditions, aims to make a profit, and bears the losses resulting from the exercise of its activity should not be considered as being a ‘body governed by public law’ since the needs in the general interest, that it has been set up to meet or been given the task of meeting, can be deemed to have an industrial or commercial character. Similarly, the condition relating to the origin of the funding of the body considered, has also been examined in the case-law, which has clarified *inter alia* that being financed for ‘the most part’ means for more than half, and that such financing may include payments from users which are imposed, calculated and collected in accordance with rules of public law

Whereas 11

In the case of mixed contracts, the applicable rules should be determined with respect to the main subject of the contract where the different parts which constitute the contract are objectively not separable. It should therefore be clarified how contracting authorities should determine whether the different parts are separable or not. Such clarification should be based on the relevant case-law of the Court of Justice of the European Union

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .docx “Prova_A” che trova nella cartella “Prove” del desktop e compia le seguenti operazioni:

- allinei al centro la prima riga del testo
- sostituisca il formato presente nella prima riga con il formato ‘corsivo’

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 6:

QUESITI TECNICI:

- 6.a) La/il candidata/o illustri l'istituto del soccorso istruttorio.
- 6.b) Durante l'esecuzione di un contratto, per motivi sopravvenuti, l'Università non ha più necessità di proseguire il rapporto contrattuale. La/il candidata/o illustri quale soluzione prospetterebbe all'amministrazione e quali atti devono essere adottati.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 12

In the case of mixed contracts which can be separated, contracting authorities are always free to award separate contracts for the separate parts of the mixed contract, in which case the provisions applicable to each separate part should be determined exclusively with respect to the characteristics of that specific contract. On the other hand, where contracting authorities choose to include other elements in the procurement, whatever their value and whatever the legal regime the added elements would otherwise have been subject to, the main principle should be that, where a contract should be awarded pursuant to the provisions of this Directive, if awarded on its own, then this Directive should continue to apply to the entire mixed contract

Whereas 13

However, special provision should be made for mixed contracts involving defence or security aspects or parts not falling within the scope of the TFEU. In such cases, non-application of this Directive should be possible provided that the award of a single contract is justified for objective reasons and that the decision to award a single contract is not taken for the purpose of excluding contracts from the application of this Directive or of Directive 2009/81/EC of the European Parliament and of the Council. It should be clarified that contracting authorities should not be prevented from choosing to apply this Directive to certain mixed contracts instead of applying Directive 2009/81/EC.

Whereas 14

It should be clarified that the notion of 'economic operators' should be interpreted in a broad manner so as to include any persons and/or entities which offer the execution of works, the supply of products or the provision of services on the market, irrespective of the legal form under which they have chosen to operate.

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .xlsx "Prova_B" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- filtri la colonna G "nome cliente" per **STORIA**
- faccia la somma di tutti i valori che risultano nella colonna F "prezzo" dopo aver applicato il filtro

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 7:

QUESITI TECNICI:

- 7.a) La/il candidata/o illustri i requisiti generali e speciali per la partecipazione alle gare.
- 7.b) Durante l'esecuzione di un contratto, il direttore dell'esecuzione del contratto accerta un grave inadempimento alle obbligazioni contrattuali da parte dell'appaltatore. La/il candidata/o illustri quale soluzione prospetterebbe all'amministrazione e quali atti devono essere adottati.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 15

It should be clarified that groups of economic operators, including where they have come together in the form of a temporary association, may participate in award procedures without it being necessary for them to take on a specific legal form. To the extent this is necessary, for instance where joint and several liability is required, a specific form may be required when such groups are awarded the contract. It should also be clarified that contracting authorities should be able to set out explicitly how groups of economic operators are to meet the requirements concerning economic and financial standing as set out in this Directive, or the criteria relating to technical and professional ability, which are required of economic operators participating on their own. The performance of contracts by groups of economic operators may necessitate setting conditions which are not imposed on individual participants. Such conditions, which should be justified by objective reasons and be proportionate, could for instance include requiring the appointment of a joint representation or a lead partner for the purposes of the procurement procedure or requiring information on their constitution.

Whereas 16

Contracting authorities should make use of all possible means at their disposal under national law in order to prevent distortions in public procurement procedures stemming from conflicts of interest. This could include procedures to identify, prevent and remedy conflicts of interests.

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .docx "Prova_A" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- imposti margine medio
- trasformi in elenco puntato i tre paragrafi del testo del punto 2

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 8:

QUESITI TECNICI:

- 8.a) La/il candidata/o illustri le cause di esclusione dei concorrenti dalle gare d'appalto.
- 8.b) A seguito della pubblicazione di una procedura di gara, non è stata presentata nessuna offerta. Il docente che aveva richiesto l'acquisto decide di modificare le caratteristiche tecniche delle prestazioni richieste e di aumentare l'importo. Chiede, inoltre, di procedere con un affidamento diretto poiché la procedura di gara è andata deserta. La/il candidata/o illustri come procederebbe.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 19

It should be clarified that, for the estimation of the value of a contract, all revenues have to be taken into account, whether received from the contracting authority or from third parties. It should also be clarified that, for the purpose of estimating the thresholds, the notion of similar supplies should be understood as products which are intended for identical or similar uses, such as supplies of a range of foods or of various items of office furniture. Typically, an economic operator active in the field concerned would be likely to carry such supplies as part of his normal product range.

Whereas 20

For the purposes of estimating the value of a given procurement, it should be clarified that it should be allowed to base the estimation of the value on a subdivision of the procurement only where justified by objective reasons. For instance, it could be justified to estimate contract values at the level of a separate operational unit of the contracting authority, such as for instance schools or kindergartens, provided that the unit in question is independently responsible for its procurement. This can be assumed where the separate operational unit independently runs the procurement procedures and makes the buying decisions, has a separate budget line at its disposal for the procurements concerned, concludes the contract independently and finances it from a budget which it has at its disposal. A subdivision is not justified where the contracting authority merely organises a procurement in a decentralised way

Whereas 21

Public contracts that are awarded by contracting authorities operating in the water, energy, transport and postal services sectors and that fall within the scope of those activities are covered by Directive 2014/25/EU of the European Parliament and of the Council. However, contracts awarded by contracting authorities in the context of their operation of maritime, coastal or river transport services fall within the scope of this Directive.

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .xlsx "Prova_B" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- filtri la colonna G "nome cliente" per FILOSOFIA
- copi quanto risulta dopo aver applicato il filtro in un altro foglio appositamente aggiunto

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 9:

QUESITI TECNICI:

- 9.a) La/il candidata/o illustri l'istituto della concessione di servizi.
- 9.b) Un docente chiede di acquistare un servizio di catering per l'organizzazione di un convegno. È attiva una convenzione stipulata da Consip Spa. Il docente dichiara che preferisce rivolgersi ad un diverso e determinato operatore economico che ha già lavorato in numerose occasioni in passato per l'Università e che si è dimostrato sempre molto corretto e puntuale nell'eseguire le prestazioni. La/il candidata/o illustri quale soluzione prospetterebbe all'amministrazione.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 22

Being addressed to Member States, this Directive does not apply to procurement carried out by international organisations on their own behalf and for their own account. There is, however, a need to clarify to what extent this Directive should be applied to procurement governed by specific international rules

Whereas 23

The awarding of public contracts for certain audiovisual and radio media services by media providers should allow aspects of cultural or social significance to be taken into account, which renders the application of

procurement rules inappropriate. For those reasons, an exception should therefore be made for public service contracts, awarded by the media service providers themselves, for the purchase, development, production or coproduction of off-the-shelf programmes and other preparatory services, such as those relating to scripts or artistic performances necessary for the production of the programme. It should also be clarified that that exclusion should apply equally to broadcast media services and ondemand services (non-linear services). However, that exclusion should not apply to the supply of technical equipment necessary for the production, co-production and broadcasting of such programmes.

Whereas 24

It should be recalled that arbitration and conciliation services and other similar forms of alternative dispute resolution are usually provided by bodies or individuals which are agreed on, or selected, in a manner which cannot be governed by procurement rules. It should be clarified that this Directive does not apply to service contracts for the provision of such services, whatever their denomination under national law

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .docx "Prova_A" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- trovi all'interno del testo la parola Unipd e la sostituisca con Padova
- modifichi in rosso i caratteri della parola inserita in sostituzione (Padova)

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 10:

QUESITI TECNICI:

10.a) La/il candidata/o illustri gli istituti del recesso dal contratto e della risoluzione.

10.b) Sono giunte tre richieste di acquisto da tre diversi docenti, ciascuna del valore di circa 75.000 euro ed aventi il medesimo oggetto contrattuale. Ogni docente ha chiesto di procedere urgentemente ed ha indicato uno specifico e diverso fornitore al quale rivolgersi. La/il candidata/o illustri quale soluzione prospetterebbe all'amministrazione.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 25

A certain number of legal services are rendered by service providers that are designated by a court or tribunal of a Member State, involve representation of clients in judicial proceedings by lawyers, must be provided by notaries or are connected with the exercise of official authority. Such legal services are usually provided by bodies or individuals designated or selected in a manner which cannot be governed by procurement rules, such as for instance the designation of State Attorneys in certain Member States. Those legal services should therefore be excluded from the scope of this Directive

Whereas 26

It is appropriate to specify that the notion of financial instruments as referred to in this Directive is given the same meaning as in other internal market legislation and, in view of the recent creation of the European Financial Stability Facility and the European Stability Mechanism, it should be stipulated that operations

conducted with that Facility and that Mechanism should be excluded from the scope of this Directive. It should finally be clarified that loans, whether or not they are in connection with the issuing of securities or other financial instruments or other operations therewith, should be excluded from the scope of this Directive.

Whereas 27

It should be recalled that Article 5 of Regulation (EC) No 1370/2007 of the European Parliament and of the Council explicitly provides that Directives 2004/17/EC and 2004/18/EC apply, respectively, to service contracts and public service contracts for public passenger transport services by bus or tramway, whereas Regulation (EC) No 1370/2007 applies to service concessions for public passenger transport by bus or tramway. It should furthermore be recalled that that Regulation continues to apply to public service contracts as well as to service concessions for public passenger transport by rail or metro.

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .xlsx "Prova_B" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- aggiunga un altro foglio nel file e lo rinomini
- senza modificare la larghezza della colonna, disponga a capo il testo delle colonne C, D, E

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 11:

QUESITI TECNICI:

11.a) La/il candidata/o illustri i principi previsti dal Codice in tema di appalti.

11.b) Se fosse il direttore dell'ufficio approvvigionamenti dell'Università, che soluzioni organizzative adotterebbe per arrivare ad una buona programmazione degli acquisti di beni e servizi per la sua struttura, così come prevista dall'art. 37 del Codice?

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 28

This Directive should not apply to certain emergency services where they are performed by non-profit organisations or associations, since the particular nature of those organisations would be difficult to preserve if the service providers had to be chosen in accordance with the procedures set out in this Directive. However, the exclusion should not be extended beyond that strictly necessary. It should therefore be set out explicitly that patient transport ambulance services should not be excluded. In that context it is furthermore necessary to clarify that CPV Group 601 'Land Transport Services' does not cover ambulance services, to be found in CPV class 8514. It should therefore be clarified that services, which are covered by CPV code 85143000-3, consisting exclusively of patient transport ambulance services should be subject to the special regime set out for social and other specific services (the 'light regime'). Consequently, mixed contracts for the provision of ambulance services in general would also be subject to the light regime if the value of the patient transport ambulance services were greater than the value of other ambulance services.

Whereas 29

It is appropriate to recall that this Directive applies only to contracting authorities of Member States. Consequently, political parties in general, not being contracting authorities, are not subject to its provisions. However, political parties in some Member States might fall within the notion of bodies governed by public law. However, certain services (such as propaganda film and video-tape production) are so inextricably connected to the political views of the service provider when provided in the context of an election campaign, that the service providers are normally selected in a manner which cannot be governed by procurement rules.

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .docx "Prova_A" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- evidenzi in verde il titolo del punto 2
- imposti per lo stesso punto 2 un rientro a sinistra di 2 centimetri

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 12:

QUESITI TECNICI:

- 12.a) La/il candidata/o illustri le caratteristiche dei vari strumenti messi a disposizione da Consip.
- 12.b) Nel caso di una fornitura da svolgere per più anni e relativa a beni come i libri che verranno ordinati da diverse biblioteche dell'ateneo, che non possono essere individuati a priori negli atti di gara, quali criteri di valutazione dell'offerta tecnica si potrebbero inserire nel disciplinare di gara?

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 30

In certain cases, a contracting authority or an association of contracting authorities may be the sole source for a particular service, in respect of the provision of which it enjoys an exclusive right pursuant to laws, regulations or published administrative provisions which are compatible with the TFEU. It should be clarified that this Directive need not apply to the award of public service contracts to that contracting authority or association.

Whereas 31

There is considerable legal uncertainty as to how far contracts concluded between entities in the public sector should be covered by public procurement rules. The relevant case-law of the Court of Justice of the European Union is interpreted differently between Member States and even between contracting authorities. It is therefore necessary to clarify in which cases contracts concluded within the public sector are not subject to the application of public procurement rules

Such clarification should be guided by the principles set out in the relevant case-law of the Court of Justice of the European Union. The sole fact that both parties to an agreement are themselves public authorities does not as such rule out the application of procurement rules. However, the application of public procurement rules should not interfere with the freedom of public authorities to perform the public service tasks conferred on them by using their own resources, which includes the possibility of cooperation with other public authorities. It should be ensured that any exempted public-public cooperation does not result in a distortion of competition

in relation to private economic operators in so far as it places a private provider of services in a position of advantage vis-à-vis its competitors.

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .xlsx "Prova_B" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- aggiunga un altro foglio nel file
- copi tutto il contenuto del foglio 1 e lo incolli nell'altro foglio, ma incollando solo i valori

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 13:

QUESITI TECNICI:

13.a) La/il candidata/o illustri il tema della digitalizzazione del ciclo di vita degli appalti.

13.b) Perviene una richiesta di revisione prezzi, con riferimento all'indice ISTAT che registra l'aumento dell'inflazione, per un appalto di servizi il cui prezzo è costituito per il 90% dal costo della manodopera. Sapendo che non c'è stato rinnovo del CCNL applicato, come si potrebbe rispondere alla richiesta?

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 32

Public contracts awarded to controlled legal persons should not be subject to the application of the procedures provided for by this Directive if the contracting authority exercises a control over the legal person concerned which is similar to that which it exercises over its own departments, provided that the controlled legal person carries out more than 80 % of its activities in the performance of tasks entrusted to it by the controlling contracting authority or by other legal persons controlled by that contracting authority, regardless of the beneficiary of the contract performance. The exemption should not extend to situations where there is direct participation by a private economic operator in the capital of the controlled legal person since, in such circumstances, the award of a public contract without a competitive procedure would provide the private economic operator with a capital participation in the controlled legal person an undue advantage over its competitors. However, in view of the particular characteristics of public bodies with compulsory membership, such as organisations responsible for the management or exercise of certain public services, this should not apply in cases where the participation of specific private economic operators in the capital of the controlled legal person is made compulsory by a national legislative provision in conformity with the Treaties, provided that such participation is non-controlling and non-blocking and does not confer a decisive influence on the decisions of the controlled legal person. It should further be clarified that the decisive element is only the direct private participation in the controlled legal person. Therefore, where there is private capital participation in the controlling contracting authority or in the controlling contracting authorities, this does not preclude the award of public contracts to the controlled legal person, without applying the procedures provided for by this Directive as such participations do not adversely affect competition between private economic operators

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .docx "Prova_A" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- applichi al testo un'interlinea singola
- aggiunga spazio prima del punto 3

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 14:

QUESITI TECNICI:

14.a) La/il candidata/o illustri il sistema di programmazione delle acquisizioni di forniture e servizi.

14.b) La/il candidata/o dica come organizzerebbe l'acquisto di beni e servizi che sono utilizzati da più Dipartimenti universitari.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 33

Contracting authorities should be able to choose to provide jointly their public services by way of cooperation without being obliged to use any particular legal form. Such cooperation might cover all types of activities related to the performance of services and responsibilities assigned to or assumed by the participating authorities, such as mandatory or voluntary tasks of local or regional authorities or services conferred upon specific bodies by public law. The services provided by the various participating authorities need not necessarily be identical; they might also be complementary. Contracts for the joint provision of public services should not be subject to the application of the rules set out in this Directive provided that they are concluded exclusively between contracting authorities, that the implementation of that cooperation is governed solely by considerations relating to the public interest and that no private service provider is placed in a position of advantage vis-à-vis its competitors. In order to fulfil those conditions, the cooperation should be based on a cooperative concept. Such cooperation does not require all participating authorities to assume the performance of main contractual obligations, as long as there are commitments to contribute towards the cooperative performance of the public service in question. In addition, the implementation of the cooperation, including any financial transfers between the participating contracting authorities, should be governed solely by considerations relating to the public interest.

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .xlsx "Prova_B" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- inserisca una riga vuota fra le righe 2 e 3 del foglio 1
- diminuisca di due i decimali presenti nella colonna F "prezzo"

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 15:

QUESITI TECNICI:

- 15.a) La/il candidata/o illustri il sistema dei controlli in ordine alle dichiarazioni fornite dagli operatori economici partecipanti ad una procedura di gara.
- 15.b) La/il candidata/o dica come organizzerebbe la fase di esecuzione di un servizio di pulizia che riguardi le diverse strutture di Ateneo.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 35

The co-financing of research and development (R&D) programmes by industry sources should be encouraged. It should consequently be clarified that this Directive applies only where there is no such co-financing and where the outcome of the R&D activities go to the contracting authority concerned. This should not exclude the possibility that the service provider, having carried out those activities, could publish an account thereof as long as the contracting authority retains the exclusive right to use the outcome of the R&D in the conduct of its own affairs. However fictitious sharing of the results of the R&D or purely symbolic participation in the remuneration of the service provider should not prevent the application of this Directive

Whereas 36

Employment and occupation contribute to integration in society and are key elements in guaranteeing equal opportunities for all. In this context, sheltered workshops can play a significant role. The same is true for other social businesses whose main aim is to support the social and professional integration or reintegration of disabled and disadvantaged persons, such as the unemployed, members of disadvantaged minorities or otherwise socially marginalised groups. However, such workshops or businesses might not be able to obtain contracts under normal conditions of competition. Consequently, it is appropriate to provide that Member States should be able to reserve the right to participate in award procedures for public contracts or for certain lots thereof to such workshops or businesses or reserve performance of contracts to the context of sheltered employment programmes.

Whereas 37

With a view to an appropriate integration of environmental, social and labour requirements into public procurement procedures it is of particular importance that Member States and contracting authorities take relevant measures to ensure compliance with obligations in the fields of environmental, social and labour law that apply at the place where the works are executed or the services provided and result from laws, regulations, decrees and decisions, at both national and Union level, as well as from collective agreements, provided that such rules, and their application, comply with Union law. Equally, obligations stemming from international agreements ratified by all Member States and listed in Annex X should apply during contract performance. However, this should in no way prevent the application of terms and conditions of employment which are more favourable to workers

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .docx "Prova_A" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- applichi al testo un'interlinea doppia

- giustifichi il testo del punto 3

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 16:

QUESITI TECNICI:

16.a) La/il candidata/o illustri il ruolo e le funzioni del Responsabile Unico del Progetto.

16.b) La/il candidata/o illustri le varie attività volte alla progettazione dell'appalto per la fornitura di reagenti necessari per il funzionamento di laboratori ubicati nelle diverse strutture di un Ateneo.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 38

Services should be considered to be provided at the place at which the characteristic performances are executed. When services are provided at a distance, for example services provided by call centres, those services should be considered to be provided at the place where the services are executed, irrespective of the places and Member States to which the services are directed

Whereas 39

The relevant obligations could be mirrored in contract clauses. It should also be possible to include clauses ensuring compliance with collective agreements in compliance with Union law in public contracts. Noncompliance with the relevant obligations could be considered to be grave misconduct on the part of the economic operator concerned, liable to exclusion of that economic operator from the procedure for the award of a public contract.

Whereas 40

Control of the observance of the environmental, social and labour law provisions should be performed at the relevant stages of the procurement procedure, when applying the general principles governing the choice of participants and the award of contracts, when applying the exclusion criteria and when applying the provisions concerning abnormally low tenders. The necessary verification for that purpose should be carried out in accordance with the relevant provisions of this Directive, in particular those governing means of proof and selfdeclarations.

Whereas 41

Nothing in this Directive should prevent the imposition or enforcement of measures necessary to protect public policy, public morality, public security, health, human and animal life, the preservation of plant life or other environmental measures, in particular with a view to sustainable development, provided that those measures are in conformity with the TFEU

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .xlsx "Prova_B" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- inserisca una colonna vuota tra la F e la G del foglio 1
- trasformi in numero tutti i valori nella colonna "prezzo"

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 17:

QUESITI TECNICI:

- 17.a) La/il candidata/o illustri il ruolo e le funzioni del Responsabile del Procedimento per la fase dell'affidamento, quando nominato.
- 17.b) La/il candidata/o illustri come prefigurerebbe l'organizzazione di un ufficio approvvigionamenti di un Ateneo e con quali funzioni e figure professionali.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 45

The competitive procedure with negotiation should be accompanied by adequate safeguards ensuring observance of the principles of equal treatment and transparency. In particular, contracting authorities should indicate beforehand the minimum requirements which characterise the nature of the procurement and which should not be changed in the negotiations. Award criteria and their weighting should remain stable throughout the entire procedure and should not be subject to negotiations, in order to guarantee equal treatment of all economic operators. Negotiations should aim at improving the tenders so as to allow contracting authorities to buy works, supplies and services perfectly adapted to their specific needs. Negotiations may concern all characteristics of the purchased works, supplies and services including, for instance, quality, quantities, commercial clauses as well as social, environmental and innovative aspects, in so far as they do not constitute minimum requirements.

It should be clarified that the minimum requirements to be set by the contracting authority are those conditions and characteristics (particularly physical, functional and legal) that any tender should meet or possess in order to allow the contracting authority to award the contract in accordance with the chosen award criteria. In order to ensure transparency and traceability of the process, all stages should be duly documented. Furthermore, all tenders throughout the procedure should be submitted in writing.

Whereas 46

Contracting authorities should be allowed to shorten certain deadlines applicable to open and restricted procedures and to competitive procedures with negotiation where the deadlines in question would be impracticable because of a state of urgency which should be duly substantiated by the contracting authorities. It should be clarified that this need not be an extreme urgency brought about by events unforeseeable for and not attributable to the contracting authority

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .docx "Prova_A" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- imposti interlinea 1,5
- allieni il testo al centro

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 18:

QUESITI TECNICI:

- 18.a) La/il candidata/o illustri il ruolo e le funzioni del Direttore dell'esecuzione del contratto, quando nominato.
- 18.b) La/il candidata/o illustri con quale strumento riterrebbe opportuno assicurare il servizio di distribuzione di bevande ed alimenti tramite distributori automatici per studenti e dipendenti presenti in diverse strutture di un Ateneo e in base a quali analisi.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 47

Research and innovation, including eco-innovation and social innovation, are among the main drivers of future growth and have been put at the centre of the Europe 2020 strategy for smart, sustainable and inclusive growth. Public authorities should make the best strategic use of public procurement to spur innovation. Buying innovative products, works and services plays a key role in improving the efficiency and quality of public services while addressing major societal challenges. It contributes to achieving best value for public money as well as wider economic, environmental and societal benefits in terms of generating new ideas, translating them into innovative products and services and thus promoting sustainable economic growth.

It should be recalled that a series of procurement models have been outlined in the Commission Communication of 14 December 2007 entitled 'Pre-commercial Procurement: Driving innovation to ensure sustainable high quality public services in Europe', which deals with the procurement of those R&D services not falling within the scope of this Directive. Those models would continue to be available, but this Directive should also contribute to facilitating public procurement of innovation and help Member States in achieving the Innovation Union targets.

Whereas 48

Because of the importance of innovation, contracting authorities should be encouraged to allow variants as often as possible. The attention of those authorities should consequently be drawn to the need to define the minimum requirements to be met by variants before indicating that variants may be submitted.

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .xlsx "Prova_B" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- filtri la colonna G "nome cliente" per **BEATO PELLEGRINO** e la colonna H "copertina" per **cloth**
- faccia la somma di tutti i valori che risultano nella colonna F "prezzo" dopo aver applicato i filtri

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 19:

QUESITI TECNICI:

- 19.a) La/il candidata/o illustri la procedura negoziata sotto soglia.

- 19.b) La/il candidata/o illustri le varie attività volte alla progettazione dell'appalto per la fornitura di arredi didattici per l'allestimento di nuove aule o per la manutenzione di quelle già presenti nelle diverse strutture di un Ateneo.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 49

Where a need for the development of an innovative product or service or innovative works and the subsequent purchase of the resulting supplies, services or works cannot be met by solutions already available on the market, contracting authorities should have access to a specific procurement procedure in respect of contracts falling within the scope of this Directive. This specific procedure should allow contracting authorities to establish a long-term innovation partnership for the development and subsequent purchase of a new, innovative product, service or works provided that such innovative product or service or innovative works can be delivered to agreed performance levels and costs, without the need for a separate procurement procedure for the purchase. The innovation partnership should be based on the procedural rules that apply to the competitive procedure with negotiation and contracts should be awarded on the sole basis of the best pricequality ratio, which is most suitable for comparing tenders for innovative solutions. Whether in respect of very large projects or smaller innovative projects, the innovation partnership should be structured in such a way that it can provide the necessary 'market-pull', incentivising the development of an innovative solution without foreclosing the market. Contracting authorities should therefore not use innovation partnerships in such a way as to prevent, restrict or distort competition. In certain cases, setting up innovation partnerships with several partners could contribute to avoiding such effects.

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .docx "Prova_A" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- converta il titolo del punto 3 in tutto maiuscolo
- aumenti le dimensioni del carattere dello stesso titolo del punto 3

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 20:

QUESITI TECNICI:

- 20.a) La/il candidata/o illustri la procedura negoziata senza pubblicazione di un bando per un affidamento di importo superiore alla soglia comunitaria.
- 20.b) La/il candidata/o illustri le varie attività volte alla progettazione dell'appalto per la fornitura di arredi di ufficio per l'allestimento di nuovi spazi o per la manutenzione di quelli già presenti nelle diverse strutture di un Ateneo.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 50

In view of the detrimental effects on competition, negotiated procedures without prior publication of a contract notice should be used only in very exceptional circumstances. This exception should be limited to cases where publication is either not possible, for reasons of extreme urgency brought about by events unforeseeable for and not attributable to the contracting authority, or where it is clear from the outset that publication would not trigger more competition or better procurement outcomes, not least because there is objectively only one economic operator that can perform the contract. This is the case for works of art, where the identity of the artist intrinsically determines the unique character and value of the art object itself. Exclusivity can also arise from other reasons, but only situations of objective exclusivity can justify the use of the negotiated procedure without publication, where the situation of exclusivity has not been created by the contracting authority itself with a view to the future procurement procedure.

Contracting authorities relying on this exception should provide reasons why there are no reasonable alternatives or substitutes such as using alternative distribution channels including outside the Member State of the contracting authority or considering functionally comparable works, supplies and services.

Where the situation of exclusivity is due to technical reasons, they should be rigorously defined and justified on a case-by-case basis. They could include, for instance, near technical impossibility for another economic operator to achieve the required performance or the necessity to use specific know-how, tools or means which only one economic operator has at its disposal. Technical reasons may also derive from specific interoperability requirements which must be fulfilled in order to ensure the functioning of the works, supplies or services to be procured.

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .xlsx "Prova_B" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- ordini la tabella per ordine alfabetico del NOME CLIENTE (colonna G)
- ponendosi alla fine della colonna F "prezzo" estragga il valore minimo (Min) presente nella colonna

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 21:

QUESITI TECNICI:

- 21.a) La/il candidata/o illustri il sistema di garanzie previste dal codice dei contratti per la partecipazione alle procedure e per l'esecuzione.
- 21.b) La/il candidata/o illustri le varie attività volte alla progettazione dell'appalto per la fornitura di apparati audiovideo per l'allestimento di nuove aule o per la manutenzione di quelle già presenti nelle diverse strutture di un Ateneo.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 51

It should be clarified that the provisions concerning protection of confidential information do not in any way prevent public disclosure of non-confidential parts of concluded contracts, including any subsequent changes.

Whereas 52

Electronic means of information and communication can greatly simplify the publication of contracts and increase the efficiency and transparency of procurement processes. They should become the standard means of communication and information exchange in procurement procedures, as they greatly enhance the possibilities of economic operators to participate in procurement procedures across the internal market. For that purpose, transmission of notices in electronic form, electronic availability of the procurement documents and – after a transition period of 30 months – fully electronic communication, meaning communication by electronic means at all stages of the procedure, including the transmission of requests for participation and, in particular, the transmission of the tenders (electronic submission) should be made mandatory. Member States and contracting authorities should remain free to go further if they so wish. It should also be clarified that mandatory use of electronic means of communications pursuant to this Directive should not, however, oblige contracting authorities to carry out electronic processing of tenders, nor should it mandate electronic evaluation or automatic processing. Furthermore, pursuant to this Directive, no elements of the public procurement process after the award of the contract should be covered by the obligation to use electronic means of communication, nor should internal communication within the contracting authority

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .docx “Prova_A” che trova nella cartella “Prove” del desktop e compia le seguenti operazioni:

- modifichi il tipo di carattere in cui è scritto il testo scegliendo ‘Arial’
- applichi il barrato al testo del punto 2

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 22:

QUESITI TECNICI:

22.a) La/il candidata/o illustri l'istituto dell'avvalimento.

22.b) A fronte della richiesta di una struttura di acquisire una strumentazione ritenuta l'unica in grado di effettuare determinate attività, la/il candidata/o dica quali attività riterrebbe opportuno porre in essere.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 53

Contracting authorities should, except in certain specific situations, use electronic means of communication which are non-discriminatory, generally available and interoperable with the ICT products in general use and

which do not restrict economic operators' access to the procurement procedure. The use of such means of communication should also take accessibility for persons with disabilities into due account. It should be clarified that the obligation to use electronic means at all stages of the public procurement procedure would be appropriate neither where the use of electronic means would require specialised tools or file formats that are not generally available nor where the communications concerned could only be handled using specialised office equipment. Contracting authorities should therefore not be obliged to require the use of electronic means of communication in the submission process in certain cases, which should be listed exhaustively. This Directive stipulates that such cases should include situations which would require the use of specialised office equipment not generally available to the contracting authorities such as wide-format printers. In some procurement procedures the procurement documents might require the submission of a physical or scale model which cannot be submitted to the contracting authorities using electronic means. In such situations, the model should be transmitted to the contracting authorities by post or other suitable carrier

It should however be clarified that the use of other means of communication should be limited to those elements of the tender for which electronic means of communications are not required.

It is appropriate to clarify that, where necessary for technical reasons, contracting authorities should be able to set a maximum limit to the size of the files that may be submitted.

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .xlsx "Prova_B" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- allinei al centro il testo nelle celle sia in senso verticale che orizzontale
- ponendosi alla fine della colonna F "prezzo" faccia la media di tutti i valori

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 23:

QUESITI TECNICI:

23.a) La/il candidata/o illustri il principio di rotazione negli affidamenti.

23.b) La/il candidata/o illustri le varie attività volte alla progettazione dell'appalto per il servizio di portierato/accoglienza all'interno di diverse strutture di un Ateneo, tenendo conto che in parte l'attività è assicurata da personale interno prossimo al pensionamento e in considerazione della pianificazione in materia di acquisizione/dismissione di immobili.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 54

There can be exceptional cases in which contracting authorities should be allowed not to use electronic means of communication where not using such means of communication is necessary in order to protect the particularly sensitive nature of information. It should be clarified that, where the use of electronic tools which are not generally available can offer the necessary level of protection, such electronic tools should be used. Such might for instance be the case where contracting authorities require the use of dedicated secure means of communication to which they offer access.

Whereas 55

Differing technical formats or processes and messaging standards could potentially create obstacles to interoperability, not only within each Member State but also and especially between the Member States. For example, in order to participate in a procurement procedure in which use of electronic catalogues, which is a format for the presentation and organisation of information in a manner that is common to all the participating bidders and which lends itself to electronic treatment, is permitted or required, economic operators would, in the absence of standardisation, be required to customise their own catalogues to each procurement procedure, which would entail providing very similar information in different formats depending on the specifications of the contracting authority concerned. Standardising the catalogue formats would thus improve the level of interoperability, enhance efficiency and would also reduce the effort required of economic operators

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .docx "Prova_A" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- aumenti la dimensione del carattere del testo portandola a 14
- scriva in rosso il titolo del punto 1

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 24:

QUESITI TECNICI:

24.a) La/il candidata/o illustri quanto concerne la Commissione giudicatrice: i casi in cui si nomina, la composizione, le funzioni.

24.b) Un bando di gara per l'acquisizione di un servizio viene impugnato da una società che ritiene lesiva dei propri interessi la previsione di alcuni requisiti di partecipazione. Dica la/il candidata/o quali verifiche ritiene opportuno porre in essere e quali attività conseguenti.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 56

When considering whether there is a need to ensure or enhance interoperability between differing technical formats or process and messaging standards by rendering the use of specific standards mandatory, and if so which standards to impose, the Commission should take the utmost account of the opinions of the stakeholders concerned. It should also consider the extent to which a given standard has already been used in practice by economic operators and contracting authorities and how well it has worked. Before making the use of any particular technical standard mandatory, the Commission should also carefully consider the costs that this might entail, in particular in terms of adaptations to existing eprocurement solutions, including infrastructure, processes or software. Where the standards concerned are not developed by an international, European or national standardisation organisation, they should meet the requirements applicable to ICT standards as set out in Regulation (EU) 1025/2012 of the European Parliament and of the Council

Whereas 57

Before specifying the level of security required for the electronic means of communications to be used at the various stages of the award procedure, Member States and contracting authorities should evaluate the proportionality between on the one hand the requirements aimed at ensuring correct and reliable identification of the senders of the communication concerned as well as the integrity of its content, and on the other hand the risk of problems such as in situations where messages are sent by a different sender than that indicated. All other things being equal, this would mean that the level of security required of, for instance, an email requesting confirmation of the exact address at which an information meeting will be held would not need to be set at the same level as for the tender itself which constitutes a binding offer for the economic operator.

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .xlsx "Prova_B" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- sostituisca la parola incompleta GIURISPRUDEN con GIURISPRUDENZA
- filtri la colonna G "nome cliente" per GIURISPRUDENZA e inserisca in tutte le righe che ne risultano un riempimento di colore giallo.

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 25:

QUESITI TECNICI:

- 25.a) La/il candidata/o illustri casi e modalità di stipulazione del contratto previste dal Codice dei contratti pubblici.
- 25.b) Nel corso dell'esecuzione di un contratto d'appalto di un servizio emergono alcuni inadempimenti da parte dell'appaltatore che potrebbero condurre alla risoluzione del vincolo contrattuale. Dica la/il candidata/o quali attività deve porre in essere l'amministrazione sia in ordine al rapporto in essere che alle esigenze di continuità del servizio.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 58

While essential elements of a procurement procedure such as the procurement documents, requests for participation, confirmation of interest and tenders should always be made in writing, oral communication with economic operators should otherwise continue to be possible, provided that its content is documented to a sufficient degree. This is necessary to ensure an adequate level of transparency that allows for a verification of whether the principle of equal treatment has been adhered to. In particular, it is essential that oral communications with tenderers which could have an impact on the content and assessment of the tenders be documented to a sufficient extent and by appropriate means, such as written or audio records or summaries of the main elements of the communication.

Whereas 59

There is a strong trend emerging across Union public procurement markets towards the aggregation of demand by public purchasers, with a view to obtaining economies of scale, including lower prices and transaction costs, and to improving and professionalising procurement management. This can be achieved by

concentrating purchases either by the number of contracting authorities involved or by volume and value over time. However, the aggregation and centralisation of purchases should be carefully monitored in order to avoid excessive concentration of purchasing power and collusion, and to preserve transparency and competition, as well as market access opportunities for SMEs.

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .docx "Prova_A" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- allinei il testo del punto 1 al centro
- modifichi il formato del carattere in arial dimensione 12

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 26:

QUESITI TECNICI:

- 26.a) La/il candidata/o illustri quali comunicazioni devono essere fatte dalla stazione appaltante agli operatori economici o offerenti ed entro quale termine.
- 26.b) La/il candidata/o illustri le varie attività volte alla progettazione dell'appalto per la fornitura di arredi tecnici di laboratorio per l'allestimento di nuovi spazi o per la manutenzione di quelli già presenti nelle diverse strutture di un Ateneo.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 60

The instrument of framework agreements has been widely used and is considered as an efficient procurement technique throughout Europe. It should therefore be maintained largely as it is. However, certain aspects need to be clarified, in particular that framework agreements should not be used by contracting authorities which are not identified in them. For that purpose, the contracting authorities that are parties to a specific framework agreement from the outset should be clearly indicated, either by name or by other means, such as a reference to a given category of contracting authorities within a clearly delimited geographical area, so that the contracting authorities concerned can be easily and unequivocally identified. Likewise, a framework agreement should not be open to entry of new economic operators once it has been concluded. This implies for instance that where a central purchasing body uses an overall register of the contracting authorities or categories thereof, such as the local authorities in a given geographical area, that are entitled to have recourse to framework agreements it concludes, that central purchasing body should do so in a way that makes it possible to verify not only the identity of the contracting authority concerned but also the date from which it acquires the right to have recourse to the framework agreement concluded by the central purchasing body as that date determines which specific framework agreements that contracting authority should be allowed to use.

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .xlsx "Prova_B" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- elimini tutti i bordi della tabella
- nella casella I4 calcoli il valore che ottiene moltiplicando Quantità (E4) per prezzo (F4)

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 27:

QUESITI TECNICI:

27.a) La/il candidata/o illustri la determinazione e l'iter di applicazione delle penali nei contratti d'appalto.

27.b) Durante l'esecuzione di un contratto, subentrano esigenze di maggiore approvvigionamento di beni o servizi rispetto a quelle programmate. L'Università deve pertanto procedere ad un aumento delle prestazioni. La/il candidata/o illustri quali soluzioni adotterebbe.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 61

The objective conditions for determining which of the economic operators party to the framework agreement should perform a given task, such as supplies or services intended for use by natural persons, may, in the context of framework agreements setting out all the terms, include the needs or the choice of the natural persons concerned.

Contracting authorities should be given additional flexibility when procuring under framework agreements, which are concluded with more than one economic operator and which set out all the terms.

In such cases, contracting authorities should be allowed to obtain specific works, supplies or services, that are covered by the framework agreement, either by requiring them from one of the economic operators, determined in accordance with objective criteria and on the terms already set out, or by awarding a specific contract for the works, supplies or services concerned following a mini-competition among the economic operators parties to the framework agreement. To ensure transparency and equal treatment, contracting authorities should indicate in the procurement documents for the framework agreement the objective criteria that will govern the choice between those two methods of performing the framework agreement. Such criteria could for instance relate to the quantity, value or characteristics of the works, supplies or services concerned, including the need for a higher degree of service or an increased security level, or to developments in price levels compared to a predetermined price index. Framework agreements should not be used improperly or in such a way as to prevent, restrict or distort competition

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .docx "Prova_A" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- cambi l'orientamento della pagina da verticale a orizzontale

- barri il testo del punto 1 e lo evidenzi di giallo

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 28:

QUESITI TECNICI:

- 28.a) La/il candidata/o illustri le principali modifiche che possono essere apportate ai contratti in corso di esecuzione.
- 28.b) Alla scadenza della convenzione Consip dei buoni pasto non è disponibile una nuova convenzione. L'amministrazione deve procedere alla indizione di una gara specifica ma i tempi di espletamento della gara non sono compatibili con la necessità di continuità del servizio. Dica la/il candidata/o quali azioni porrebbe in essere per approvvigionare i buoni pasto fino alla disponibilità del nuovo contratto.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 62

It should also be clarified that, while contracts based on a framework agreement are to be awarded before the end of the term of the framework agreement itself, the duration of the individual contracts based on a framework agreement does not need to coincide with the duration of that framework agreement, but might, as appropriate, be shorter or longer. In particular, it should be allowed to set the length of individual contracts based on a framework agreement taking account of factors such as the time needed for their performance, where maintenance of equipment with an expected useful life of more than four years is included or where extensive training of staff to perform the contract is needed.

It should also be clarified that there might be exceptional cases in which the length of the framework agreements themselves should be allowed to be longer than four years. Such cases, which should be duly justified, in particular by the subject of the framework agreement, might for instance arise where economic operators need to dispose of equipment the amortisation period of which is longer than four years and which must be available at any time over the entire duration of the framework agreement.

Whereas 63

In view of the experience acquired, there is also a need to adjust the rules governing dynamic purchasing systems to enable contracting authorities to take full advantage of the possibilities afforded by that instrument. The systems need to be simplified; in particular they should be operated in the form of a restricted procedure, hence eliminating the need for indicative tenders, which have been identified as one of the major burdens associated with dynamic purchasing systems.

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .xlsx "Prova_B" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- applichi il formato grassetto e colore carattere rosso ai dati presenti nelle colonne E e F
- nella casella I4 calcoli il valore che ottiene dividendo prezzo (F4) per quantità (E4)

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 29:

QUESITI TECNICI:

- 29.a) La/il candidata/o illustri l'istituto del subappalto.
- 29.b) Durante l'esecuzione del servizio di pulizie, i dipendenti dell'operatore economico si rivolgono all'amministrazione universitaria lamentando di non ricevere il trattamento previsto dal C.C.N.L. da due mesi. La/il candidata/o illustri quali azioni porrebbe in essere nei confronti dell'appaltatore, tenendo conto delle esigenze di continuità del servizio.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 64

The examination of those requests to participate should normally be performed within a maximum of 10 working days, given that the evaluation of the selection criteria will take place on the basis of the simplified requirements for documentation that are set out in this Directive. However, when a dynamic purchasing system is first set up, contracting authorities might, in response to the first publication of the contract notice or the invitation to confirm interest, be faced with such a large number of requests for participation that they would need more time to examine the requests. That should be admissible, provided that no specific procurement is launched before all the requests have been examined. Contracting authorities should be free to organise the way in which they intend to examine the requests for participation, for instance by deciding to conduct such examinations only once a week, provided the deadlines for the examination of each request of admission are observed.

Whereas 65

At any time during the period of validity of the dynamic purchasing system, contracting authorities should be free to require economic operators to submit a renewed and updated self-declaration on the fulfilment of criteria for qualitative selection, within an adequate time limit. It should be recalled that the possibility foreseen in the general provisions on means of proof of this Directive to ask economic operators to submit supporting documents and the obligation to do so of the tenderer to which it has decided to award the contract also apply in the particular context of dynamic purchasing systems.

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .docx "Prova_A" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- tolga il formato presente nel titolo del punto 1
- allinei al centro il titolo del punto 1

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 30:

QUESITI TECNICI:

- 30.a) La/il candidata/o illustri l'istituto dell'accesso agli atti nelle procedure di gara.

30.b) La/il candidata/o dica come organizzerebbe la fase di esecuzione di un servizio di manutenzione del verde che riguardi le diverse strutture di Ateneo.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 66

In order to further the possibilities of SMEs to participate in a large-scale dynamic purchasing system, for instance one that is operated by a central purchasing body, the contracting authority concerned should be able to articulate the system in objectively defined categories of products, works or services. Such categories should be defined by reference to objective factors which might for instance include the maximum allowable size of specific contracts to be awarded within the category concerned or a specific geographic area in which specific contracts are to be performed. Where a dynamic purchasing system is divided into categories, the contracting authority should apply selection criteria that are proportionate to the characteristics of the category concerned.

Whereas 67

It should be clarified that electronic auctions are typically not suitable for certain public works contracts and certain public service contracts having as their subjectmatter intellectual performances, such as the design of works, because only the elements suitable for automatic evaluation by electronic means, without any intervention or appreciation by the contracting authority, namely elements which are quantifiable so that they can be expressed in figures or percentages, may be the object of electronic auctions.

It should, however, also be clarified that electronic auctions may be used in a procurement procedure for the purchase of a specific intellectual property right. It is also appropriate to recall that while contracting authorities remain free to reduce the number of candidates or tenderers as long as the auction has not yet started, no further reduction of the number of tenderers participating in the electronic auction should be allowed after the auction has started.

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .xlsx "Prova_B" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- trasformi i valori della colonna F in numeri, aumentando i decimali fino a tre
- applichi i formati grassetto e corsivo ai dati della colonna D

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 31:

QUESITI TECNICI:

31.a) La/il candidata/o illustri la normativa che disciplina la procedura dell'affidamento diretto.

31.b) La/il candidata/o dica come organizzerebbe la fase di esecuzione di un servizio di portierato/accoglienza che riguardi le diverse strutture di Ateneo.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 68

New electronic purchasing techniques are constantly being developed, such as electronic catalogues. Electronic catalogues are a format for the presentation and organisation of information in a manner that is common to all the participating bidders and which lends itself to electronic treatment. An example could be tenders presented in the form of a spreadsheet. Contracting authorities should be able to require electronic catalogues in all available procedures where the use of electronic means of communication is required. Electronic catalogues help to increase competition and streamline public purchasing, particularly in terms of savings in time and money. Certain rules should however be laid down to ensure that the use of the new techniques complies with this Directive and with the principles of equal treatment, non-discrimination and transparency. Thus, the use of electronic catalogues for the presentation of tenders should not entail the possibility of economic operators limiting themselves to the transmission of their general catalogue. Economic operators should still have to adapt their general catalogues in view of the specific procurement procedure. Such adaptation ensures that the catalogue that is transmitted in response to a given procurement procedure contains only products, works or services that the economic operators estimated - after an active examination - correspond to the requirements of the contracting authority. In so doing, economic operators should be allowed to copy information contained in their general catalogue, but they should not be allowed to submit the general catalogue as such.

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .docx "Prova_A" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- imposti un rientro a sinistra di 1,25 cm. sui tre paragrafi di testo del punto 2
- inserisca uno sfondo giallo su questa stessa porzione di testo

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 32:

QUESITI TECNICI:

32.a) La/il candidata/o illustri la normativa che disciplina la procedura aperta.

32.b) La/il candidata/o dica come organizzerebbe la fase di esecuzione di un servizio di facchinaggio/traslochi che riguardi le diverse strutture di Ateneo.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 69

Centralised purchasing techniques are increasingly used in most Member States. Central purchasing bodies are responsible for making acquisitions, managing dynamic purchasing systems or awarding public contracts/framework agreements for other contracting authorities, with or without remuneration. The contracting

authorities for whom a framework agreement is concluded should be able to use it for individual or repetitive purchases. In view of the large volumes purchased, such techniques may help increase competition and should help to professionalise public purchasing. Provision should therefore be made for a Union definition of central purchasing bodies dedicated to contracting authorities and it should be clarified that central purchasing bodies operate in two different manners.

Firstly, they should be able to act as wholesalers by buying, stocking and reselling or, secondly, they should be able to act as intermediaries by awarding contracts, operating dynamic purchasing systems or concluding framework agreements to be used by contracting authorities. Such an intermediary role might in some cases be carried out by conducting the relevant award procedures autonomously, without detailed instructions from the contracting authorities concerned; in other cases, by conducting the relevant award procedures under the instructions of the contracting authorities concerned, on their behalf and for their account.

Furthermore, rules should be laid down for allocating responsibility for the observance of the obligations pursuant to this Directive, as between the central purchasing body and the contracting authorities procuring from or through it

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .xlsx "Prova_B" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- filtri la colonna E "quantità" per 2 e la colonna G "nome cliente" per BEATO PELLEGRINO
- allinei i dati che ne risultano in basso e a destra

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 33:

QUESITI TECNICI:

33.a) La/il candidata/o illustri l'argomento relativo agli incentivi per le funzioni tecniche.

33.b) La/il candidata/o dica come organizzerebbe la fase di esecuzione di un servizio di allestimento di arredi esterni che riguardi le diverse strutture di Ateneo.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 70

Contracting authorities should be allowed to award a public service contract for the provision of centralised purchasing activities to a central purchasing body without applying the procedures provided for in this Directive. It should also be permitted for such public service contracts to include the provision of ancillary purchasing activities. Public service contracts for the provision of ancillary purchasing activities should, when performed otherwise than by a central purchasing body in connection with its provision of central purchasing activities to the contracting authority concerned, be awarded in accordance with this Directive. It should also be recalled that this Directive should not apply where centralised or ancillary purchasing activities are provided other than through a contract for pecuniary interest which constitutes procurement within the meaning of this Directive.

Whereas 71

Strengthening the provisions concerning central purchasing bodies should in no way prevent the current practices of occasional joint procurement, i.e. less institutionalised and systematic common purchasing or the established practice of having recourse to service providers that prepare and manage procurement procedures on behalf and for the account of a contracting authority and under its instructions. On the contrary, certain features of joint procurement should be clarified because of the important role joint procurement may play, not least in connection with innovative projects

Where several contracting authorities are jointly conducting a procurement procedure, they should be jointly responsible for fulfilling their obligations under this Directive.

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .docx "Prova_A" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- copi il testo del punto uno e lo incolli in calce, dopo il punto tre
- metta tutto in maiuscolo il testo che ha copiato

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 34:

QUESITI TECNICI:

34.a) La/il candidata/o illustri le diverse forme di partecipazione alle procedure d'appalto da parte degli operatori economici.

34.b) La/il candidata/o illustri come organizzerebbe un servizio di supporto al RUP.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 73

Joint awarding of public contracts by contracting authorities from different Member States currently encounters specific legal difficulties concerning conflicts of national laws. Despite the fact that Directive 2004/18/EC implicitly allowed for cross-border joint public procurement, contracting authorities are still facing considerable legal and practical difficulties in purchasing from central purchasing bodies in other Member States or jointly awarding public contracts. In order to allow contracting authorities to derive maximum benefit from the potential of the internal market in terms of economies of scale and risk-benefit sharing, not least for innovative projects involving a greater amount of risk than reasonably bearable by a single contracting authority, those difficulties should be remedied. Therefore new rules on cross-border joint procurement should be established in order to facilitate cooperation between contracting authorities and enhancing the benefits of the internal market by creating cross-border business opportunities for suppliers and service providers. Those rules should determine the conditions for cross-border utilisation of central purchasing bodies and designate the applicable public procurement legislation, including the applicable legislation on remedies, in cases of cross-border joint procedures, complementing the conflict of law rules of Regulation (EC) No 593/2008 of the European Parliament and the Council . In addition, contracting authorities from different Member States should be able to set up joint entities established under national or Union law. Specific rules should be established for such forms of joint procurement.

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .xlsx "Prova_B" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- imposti a 20 l'altezza delle righe della tabella
- sommi i valori presenti nelle righe da 2 a 10 della colonna F

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 35:

QUESITI TECNICI:

- 35.a) La/il candidata/o illustri le tipologie di documenti che devono essere presenti in una procedura di affidamento di forniture o servizi.
- 35.b) L'Università deve adottare misure di sostenibilità in materia di trasporti di dipendenti e studenti. Dica la/il candidata/o quali azioni e quali strumenti contrattuali porrebbe in essere per conseguire tale obiettivo.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 74

The technical specifications drawn up by public purchasers need to allow public procurement to be open to competition as well as to achieve objectives of sustainability. To that end, it should be possible to submit tenders that reflect the diversity of technical solutions standards and technical specifications in the marketplace, including those drawn up on the basis of performance criteria linked to the life cycle and the sustainability of the production process of the works, supplies and services.

Consequently, technical specifications should be drafted in such a way as to avoid artificially narrowing down competition through requirements that favour a specific economic operator by mirroring key characteristics of the supplies, services or works habitually offered by that economic operator. Drawing up the technical specifications in terms of functional and performance requirements generally allows that objective to be achieved in the best way possible. Functional and performance-related requirements are also appropriate means to favour innovation in public procurement and should be used as widely as possible. Where reference is made to a European standard or, in the absence thereof, to a national standard, tenders based on equivalent arrangements should be considered by contracting authorities. It should be the responsibility of the economic operator to prove equivalence with the requested label.

To prove equivalence, it should be possible to require tenderers to provide third-party verified evidence

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .docx "Prova_A" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- tagli il primo paragrafo di testo del punto uno e lo incolli in calce al punto 3
- formatti il testo come grassetto e corsivo

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 36:

QUESITI TECNICI:

- 36.a) La/il candidata/o illustri la metodologia di calcolo del valore d'appalto.
- 36.b) L'Università deve adottare misure di sostenibilità in materia di riduzione di produzione di rifiuti da parte di dipendenti e studenti. Dica la/il candidata/o quali azioni e quali strumenti contrattuali porrebbe in essere per conseguire tale obiettivo.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 75

Contracting authorities that wish to purchase works, supplies or services with specific environmental, social or other characteristics should be able to refer to particular labels, such as the European Eco-label, (multi-)national eco-labels or any other label provided that the requirements for the label are linked to the subject-matter of the contract, such as the description of the product and its presentation, including packaging requirements. It is furthermore essential that those requirements are drawn up and adopted on the basis of objectively verifiable criteria, using a procedure in which stakeholders, such as government bodies, consumers, manufacturers, distributors and environmental organisations, can participate, and that the label is accessible and available to all interested parties. It should be clarified that stakeholders could be public or private bodies, businesses or any sort of non-governmental organisation (an organisation that is not a part of a government and is not a conventional business).

It should equally be clarified that specific national or government bodies or organisations can be involved in setting up label requirements that may be used in connection with procurement by public authorities without those bodies or organisations losing their status as third parties.

References to labels should not have the effect of restricting innovation.

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .xlsx "Prova_B" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- allinei i dati della tabella in alto e a sinistra
- sottragga al valore della casella F9 il valore della casella F10

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali

ELENCO N. 37:

QUESITI TECNICI:

- 37.a) La/il candidata/o illustri il principio del risultato previsto dal Codice degli appalti e i suoi risvolti pratici.
- 37.b) L'Università deve adottare misure di sostenibilità in materia di riduzione del consumo di carta da parte di dipendenti e studenti. Dica la/il candidata/o quali azioni e quali strumenti contrattuali porrebbe in essere per conseguire tale obiettivo.

ACCERTAMENTO CONOSCENZA LINGUA INGLESE:

DIRECTIVE 2014/24/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 26 February 2014 on public procurement and repealing Directive 2004/18/EC

Whereas 78

Public procurement should be adapted to the needs of SMEs. Contracting authorities should be encouraged to make use of the Code of Best Practices set out in the Commission Staff Working Document of 25 June 2008 entitled 'European Code of Best Practices Facilitating Access by SMEs to Public Procurement Contracts', providing guidance on how they may apply the public procurement framework in a way that facilitates SME participation. To that end and to enhance competition, contracting authorities should in particular be encouraged to divide large contracts into lots. Such division could be done on a quantitative basis, making the size of the individual contracts better correspond to the capacity of SMEs, or on a qualitative basis, in accordance with the different trades and specialisations involved, to adapt the content of the individual contracts more closely to the specialised sectors of SMEs or in accordance with different subsequent project phases.

The size and subject-matter of the lots should be determined freely by the contracting authority, which, in accordance with the relevant rules on the calculation of the estimated value of procurement, should also be allowed to award some of the lots without applying the procedures of this Directive. The contracting authority should have a duty to consider the appropriateness of dividing contracts into lots while remaining free to decide autonomously on the basis of any reason it deems relevant, without being subject to administrative or judicial supervision. Where the contracting authority decides that it would not be appropriate to divide the contract into lots, the individual report or the procurement documents should contain an indication of the main reasons for the contracting authority's choice.

ACCERTAMENTO CONOSCENZE INFORMATICHE:

ISTRUZIONI

Il candidato apra il file .docx "Prova_A" che trova nella cartella "Prove" del desktop e compia le seguenti operazioni:

- organizzi il testo del punto 3 in elenco numerato contraddistinto dalle lettere A, B, C
- modifichi il carattere di questo testo in azzurro

Salvi il file nella cartella Prove2 del desktop denominandolo con le sue iniziali