



ITALIAN TRADE AGENCY

Chicago Office

**Machines Italia Magazine Vol XV (Spring 2023)
3 - INSTRUCTIONS FOR BID**

The Proposal for the Italian Trade Agency (ITA) Machines Italia Magazine Vol XV (Spring 2023) must arrive by no later than Monday, February 12th, 2023 at 12:00pm (CST) in one sealed envelope on which should be indicated **“CONFIDENTIAL - Do Not Open. Bid Documents: “BID - MACHINES ITALIA MAGAZINE Vol XV (Spring 2023)”**. This proposal must be delivered to the address of the Italian Trade Agency Chicago Office, 401 N. Michigan Avenue, Suite 1720, Chicago, Illinois, 60611, containing the following three (3) separate sealed envelopes within:

1. **ENVELOPE “A” [indicate NAME of the ORGANIZATION] “Technical Offer”**: (one sealed envelope) containing the graphic & design and the description of work for the Machines Italia Magazine Vol XV (Spring 2023) any other related items to be reviewed by the ITA.
2. **ENVELOPE “B” [indicate NAME of the ORGANIZATION] “Economic and Financial Solvency”** (one sealed envelope) containing the following documentation:
 - a) Economic and Financial Solvency – Proof of financial solvency;
 - b) The turnover for each of the past 3 years (2020-2021-2022) for the provided services realized in the USA;
 - c) Major projects implemented in the past 3 years (2020-2021-2022), including amounts and name of the customers.
3. **ENVELOPE “C” [indicate NAME of the Organization} “Economic Offer”** (one sealed envelope) containing the following signed form (Annex A) below.



ITA - Trade Promotion Section of the Italian Consulate General of Italy
401 N Michigan Avenue - suite 1720
Chicago (IL) - USA
T +1 312 6704360 / F +1 312 6705147
E-mail: chicago@ice.it
www.ice.it

Annex 1 (one page)



To be inserted only inside the envelope ENVELOPE "C" – "ECONOMIC OFFER" do not insert any other documents inside of envelope "C".

MACHINES ITALIA MAGAZINE VOL XV 2023 CIG: 9627343EC2

Multiple bids will be cause for exclusion.

**Economic Offer Enter your bid in the box below:
(In number and letters)**

The offered bid price , all inclusive to perform the works in compliance with the clauses, conditions and specifications provided in the Letter of Invitation, in the Technical Description and in the Special Conditions.	Numbers _____
	Letters _____

Signature _____
Organization _____
First and last name (legible) _____
Location _____
Date _____

*Personal data processing in accordance with Regulation (EU) 679/2016.
Your personal data are processed by automated means for institutional, administrative and accounting purposes. The Italian Trade Agency is the data controller. For further information regarding your personal data processing, please visit the following page on ITA website: <https://www.ice.it/en/privacy>.*