



Los Angeles Office

Los Angeles, 02/28/2022
Prot. 24559/22

**INVITATION FOR BID
INNOVATION DESK SERVICE - INNOVIT, SAN FRANCISCO
MARCH 2022 – FEBRUARY 2023**

CIG: 9100464477

PUBLIC SESSION NOTICE

As stated in the Invitation for Bid above mentioned (point no.11 “Evaluation process and Awarding procedure”, page 10), the opening of the Envelopes A “ADMINISTRATIVE DOCUMENTATION” will take place during an open session on March 1st, 2022 at 11:00 am (PST), at the premises of the Italian Trade Agency – Los Angeles Office (1900 Avenue of the Stars, 90067 Los Angeles).

Due to the COVID19 pandemic restrictions, the public session attendance of the bidding companies will be granted through a video meeting Google Meet link.

Participating economic operators are invited to submit formal confirmation of their willingness to participate in the public session.

To participate, please send your request to losangeles@ice.it, including:

- the name of the company
- the name of the legal representative or the person delegated by him to participate in the public session
- the mobile phone number to be used in case of malfunctions or connection problems.
- a copy of a valid identification document of the participant

In case of delegated person, please specify the role within the company and include a formal authorization to participate signed by the legal representative.

The technical requirements for participation in the video session are shown below:

- 1) Chrome browser;
- 2) "@ gmail.com" account where you can send the link useful for participation in the event;
- 3) In case of connection from a Desktop PC/Laptop, make sure that the "Google Meet" application is present on it;
- 4) In case of connection from Tablet / Mobile phone, make sure that the "Hangout Meet" application is present on it, downloadable from Playstore (Android) or Appstore (I Phone)
- 5) Webcam;
- 6) Microphone;

For any request, please send an email at losangeles@ice.it.

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