



ITALIAN TRADE AGENCY
Amman Office

Request for Quote

Date: 25/09/2019

REQUEST FOR QUOTATION

Reference N.: Prot. N. 0098373/19

INVITATION LETTER N. 6

SUBJECT: FDR – COLLETTIVA ALLA FIERA BIF 2019

AUT. DEL C.A. A527P19 DEL 11/9/2019 COAN: U166T059M1

Pursuant to art. 36, paragraph 2, lett. b) of Legislative Decree 50/2016 and subsequent amendments, in conjunction with Guidelines n. 4, issued by the ANAC in implementation of Legislative Decree 18 April 2016, n. 50, containing "Procedures for the awarding of public contracts for amounts below the thresholds of Community relevance, market surveys and training and management of lists of economic operators" (Resolution No. 1097 of 26 October 2016), and as regards D.Lgs. 19 April 2017, n.56, the Italian Trade Agency – Amman office (hereinafter referred to as "ITA") intends to initiate a direct procedure for the acquisition of the services in question, therefore, invites companies to submit their quotation towards the provision of graphic design/illustration, layout and print services for our event which will hold in Baghdad from 1 till 10 November 2019

Overview

The Italian Trade Agency in Amman is organizing an Italian Pavilion at the Baghdad International Fair 2019. The 47th Session of Baghdad International Fair 2019, will take place in capital of Iraq, Baghdad. Companies from several international countries working in sectors such as electricity, healthcare and medical equipment, telecommunications and ICT, agriculture, food industry, clothing, fashion, furniture, banking and insurance, tourism, will take part in the Fair.

The Italian companies work in the following sectors:

- pumps industry for dirty water, slurry, paper pulp, wastewater, sea water, pharmaceutical, spare parts for the automotive, industrial and technological sector, **plants, equipment and process machines for municipal and industrial water and wastewater treatment**, power generation and distribution systems, industrial engine, heavy clay technology and recycling technology, food products (honey), fruit and Vegetables, Installation, monitoring and delivery of the product in a professional video, ice cream machine production. products for protection, polishing, filling and maintenance of marble, granite, stone, terracotta, ceramics, metals and plastics, machine and plants for processing ceramics, manufacturing, water cycle management

Event title: Italian Pavilion at Baghdad International Fair 2019

Objective: Support Italian Companies during the Fair

Date: 1 – 10th November 2019

Place: Baghdad - Iraq

1) Description of Service: In the framework of implementation of BIF 2019 Event, organized by the Italian Trade Agency – Amman Office, the “ITA” entrusts companies with providing the following illustration design as follow:

DESIGN	DESCRIPTION		DEADLINE
Roll-up banner for	85 x 200 cm	CMYK	20/10/2019
Poster of the event	A2 = 42 x 59.4 cm	CMYK	20/10/2019
Event Images: Brochure A5, Folder A4,	Format & Size = According to Manual Imagine (see attachment)	CMYK	13/10/2019
Event Design for Social Media (post)	Recommended size & format	RGB	20/10/2019
Event design for AD newspaper ¼ of page	Recommended size & format	RGB	20/10/2019

2) Description of Service: Layout and Print:

LAYOUT AND PRINT	DESCRIPTION		DEADLINE
Roll-up banner	85 x 200 cm Qty: 4	CMYK	20/10/2019
Poster of the event	A2 = 42 x 59.4 cm Qty: 300	CMYK	20/10/2019
Event Images: Brochure A5,	Format & Size = According to Manual Imagine (see attachment) Paper Type: 250 gm matt Colors: 4 colors, 2 sides Design : your proposal Others: Sullivan matt 2 sides Pages: (22 including cover and back cover) Qty: 500	CMYK	13/10/2019
Folder A4	Format & Size = According to Manual Imagine (see attachment) Paper type: matt 350 gm Colors: 4 colors 1 side Sullivan Matt Design : your proposal Qty: 300		
Folder A4 (2)	Format & Size = According to Manual Imagine (see attachment) Paper type: matt 350 gm Colors: 4 colors 1 side Sullivan Matt		

<p>Folder A4 (3)</p> <p>Laces for badge with our logo</p>	<p>Without image (sample 1) Qty: 30</p> <p>Format & Size = According to Manual Imagine (see attachment) Paper type: matt 350 gm Colors: 4 colors 1 side Sullivan Matt Without image (sample 2) Qty: 670</p> <p>Format and size: see attachment Qty:500</p>		
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SERVICE PROVIDER AWARD CRITERIA

Service Provider will be assessed against the following criteria:

LOWEST PRICE

Note: This letter is not to be construed in any way as an offer of contract. Your quotation could, however, form the basis for a contract between your company and ICE – Italian Trade Agency. The Illustrator/designer are encouraged to acknowledge receipt of this Request for quotation by E-mail to ICE – Italian Trade Agency’s specified contact person(s).

4) LANGUAGE OF THE QUOTATION:

The quotation prepared by the Companies and all correspondence and documents relating to the Request for quotation exchanged by the Bidder and ICE – Italian Trade Agency shall be written in English language.

6) PAYMENT:

NOTE.: Being a governmental agency, the Italian Trade Agency operates according to specific budgets received from Italy for each Exhibition/Event, therefore it cannot under any circumstances perform advance payments. Consequently, the total amount of the contract will be paid after, 30 days completion of the assigned works, upon receipt by company final original invoices duly signed and stamped.

**The Commissioner
Filippo Covino**

