



ITALIAN TRADE AGENCY

Los Angeles Office

04/12/2022

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**LEASING OF DISPLAY STRUCTURES AND SERVICES FOR THE ITALIAN PAVILION AT  
CPHI NORTH AMERICA 2022 – 17–19 MAY, 2022, PENNSYLVANIA CONVENTION  
CENTER, PHILADELPHIA, PA.**

**CIG: 9161366662**

**PUBLIC SESSION NOTICE**

As stated in the Invitation for Bid above mentioned (point no.7 "Award Criteria and Evaluation process"), the opening of the Envelopes " ADMINISTRATIVE DOCUMENTATION" will take place **during an open virtual session today April 12th, 2022, at 3:00 pm (PST)**, at the premises of the Italian Trade Agency - Los Angeles Office (1900 Avenue of the Stars, 90067 Los Angeles).

**After checking the administrative documentation, as specified in the IFB, ITA's authorized officer will proceed with the opening of Envelope B "Economic Offer".**

Due to the current restrictions related to the COVID19 pandemic, 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, within 2:30 pm (PST), to [losangeles@ice.it](mailto:losangeles@ice.it)**, including:



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- 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 the case of a 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 App Store (I Phone)
- 5) Webcam;
- 6) Microphone.

For any request, please write an email to: [losangeles@ice.it](mailto:losangeles@ice.it) .

