

27/09/2023

MARKET SURVEY NOTICE**SUBJECT: REQUEST QUOTATION FOR OFFICE STATIONERY**

INITIATIVE: AZIONI DI SUPPORTO ALLA SETTIMANA DELLA CUCINA ITALIANA NEL MONDO 2023.
COAN: U231Z025F1 - Aut. Del C.A. n. 99489 dell'11/09/2023 – Prot. n. 99574 del 11.09.2023.

Consultation of economic operators aimed at direct assignment pursuant to art. 7 paragraph 2 letter. a) of the Ministerial Decree 192/2017 of the service for the purchase of stationery for the ITA office in Amman from 04/10/2023 to 08/10/2023 – **CIG: ZF63C9E87B**

This Agency intends to entrust the service/supply in question, through a market survey aimed at direct assignment, to be carried out pursuant to art. 7 paragraph 2 letter a) of Ministerial Decree 192/2017.

The services covered by the assignment are detailed below:

Item	Quantity
A4 Multi Office White Paper (80 gr)	20 Boxes

The documentation attached to this quote request is listed below:

- 1) cost estimate;
- 2) declaration form.

The maximum amount available for the service/supply in question is 290 JOD.

For further information and/or clarifications, you can contact by e-mail: the ITA – Amman Office, e-mail address: amman@ice.it.

The Sole Responsible for the Procedure is Elisa Caterina Maria Salazar, manager of the Italian Trade Agency – Amman Office.

METHOD AND DEADLINE FOR SUBMISSION OF THE QUOTE

DEADLINE: The quotation must be delivered by mail at: amman@ice.it before 02/10/2023 (The deadline is compulsory).

CONTRACT STIPULATION

We inform you that the ICE Agency, pursuant to art. 11 of Ministerial Decree 192/2017 will proceed to direct assignment in favor of the company that will have presented the lowest price.

The signing of the contract will be subject to the verification of the general requirements.

We inform you that in the event of serious non-fulfillment, the Administration may decide to forfeit the deposit, furthermore, after a formal injunction which has remained unsuccessful, it may order the execution of all or part of the service in question at the expense of the defaulting person or company (except for the exercise of action for compensation for any damage). Finally, the Administration may order the termination of the contract, without

prejudice, in any case, to compensation for damage suffered. The ICE-Agency may terminate the contract following serious and continuing violations of the rules on supply, giving 30 days written and justified notice.

The contract will be stipulated, after the award, by the legal representative of the ICE-Agency or his delegate. Any possibility of tacit renewal is expressly excluded. The transfer, even partial, of the contract is not permitted.

VALUE OF THE CONTRACT AND PRESENTATION OF APPLICATIONS

The payment will be made if there are no grounds for complaint after the return of the operators and after 30 days from the date of receipt of the same through bank transfer to the bank account of the Contractor. The currency will be made in JOD.

ALSO BE AWARE FOR ACCOUNTING PURPOSES:

1. Being a Foreign Government Agency, we are tax-exempt. Please DO NOT insert the taxes in your quotation.
2. Please provide your payment policy.
3. We will pay via Bank Transfer.

RULES OF CONDUCT FOR COLLABORATORS AND / OR EMPLOYEES OF THE CONTRACTING COMPANY

In carrying out the assignment, the economic operator undertakes to comply with the disciplinary and conduct code adopted by the ICE-Agency in accordance with the provisions of Presidential Decree 62/2013 and approved by the Board of Directors with resolution 402 of 24 January 2017. The Disciplinary and Behavior Code of the ICE-Agency is available on the website www.ice.gov.it - section "Transparent Administration" - "General provisions" - "General Acts".

The violation of the obligations referred to in the code will result in the ICE Agency having the right to terminate the contract if it is deemed serious.

PROTECTION OF CONFIDENTIALITY AND RIGHT OF ACCESS

The data provided by the applicants will be processed in accordance with Regulation (EU) 679/2016 exclusively for the purposes related to the completion of the procedure in question. Your personal data are processed by automated means for institutional, administrative, and accounting purposes. The writing 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>

REPORTING OF OFFENSES

Pursuant to art. 54-bis, paragraph 2 of Legislative Decree 165/2001 (amended by Law no. 179/2017: "Provisions for the protection of the authors of reports of crimes or irregularities of which they have become aware in the context of a public or private employment relationship"), companies providing goods or services that operate in favor of the ICE Agency may report any "illegal conduct" of which they become aware in the context of the contractual relationship. The reports are managed through an IT application, in total confidentiality, by accessing the website www.ice.it - "Whistleblowing" section, available at the following link: <https://ice.whistleblowing.it/#/>.

Signed by
Elisa Caterina Maria Salazar
Italian Trade Commissioner

Elisa Caterina Maria Salazar
