



OFFICE OF THE DEPUTY PRIME MINISTER
MINISTRY FOR EUROPEAN AFFAIRS
PARLIAMENTARY SECRETARIAT
FOR THE EU PRESIDENCY 2017 AND EU FUNDS

QUOTATION NUMBER:

MEAIM/EAFRD/01909/2014

**REQUEST FOR QUOTATIONS FOR THE DESIGN AND PROVISION
OF ROLL-UP BANNERS FOR THE MANAGING AUTHORITY FOR
THE EUROPEAN AGRICULTURAL FUNDS FOR RURAL
DEVELOPMENT (2007 - 2013)**

Date Issued: 5 September 2014

Closing Date: 19 September 2014
at 12:00pm (noon)
CET

Ministry for European Affairs and Implementation of the Electoral Manifesto

Funds and Programmes Division, Managing Authority EAFRD, Triq il-Kukkanja, Sta. Venera, SVR 1411 Tel: (356) 2200 1146.
Email: rdd.meaim@gov.mt

Rural Development Programme for Malta 2007 – 2013



Request for Quotations part-financed by the European
Union
Technical Assistance
The European Agricultural Fund for Rural Development
Co-financing Rate:
75% European Union, 25% Government of Malta



Europe Investing in Rural Areas

Section 1: Specifications

1.0 General Background

The Managing Authority, for the European Agricultural Funds for Rural Development (MA), Funds & Programmes Division is requesting quotations for the design (artwork) and provision of two (2) roll-up banners.

The expenditure will be financed by the European Union from the Technical Assistance of the European Agricultural Funds for Rural Development (EAFRD).

The selection of the successful bidder will take place in line with the Public Procurement Regulations (LN 296 of 2010).

2.0 Specifications

The Managing Authority EAFRD requires **both** the: (i) design (artwork) comprising images and text printed graphically in full-colour on 400 microns laminated P.V.C. on just one side of the roll-up banners (images and text to provided by the Managing Authority), together with; **(ii) the provision of the said banners in the following size range: 1.80m to 2.40m length x 0.75m to 0.85m breadth [metal holders and carrying bags also to be supplied]**, with delivery to be carried out at the Managing Authority EAFRD offices, Funds and Programmes Division in St. Venera.

The Co-Financing Text to be printed at the bottom of roll-up banners will be provided by the Funds and Programmes Division itself. A sample has been made available in Section 3 of this Request (page 5). The re-sizing (not the wording amendment) of the Co-Financing Text must comprise **25%** of the entire banner (as stipulated in the Publicity Guidelines of the Rural Development Programme for Malta 2007-2013- version 3.2), and should be carried out by the service provider during design stage.

Product	Specifications	Quantity
Roll-up banners	(a) Design (artwork) covering images and text (both the latter to be provided by the Managing Authority). (b) Graphic print in full-colour on 400 microns laminated P.V.C. on one side of banners.	Two (2)

	<p>(c) Co-Financing Text to be supplied by the Managing Authority whilst re-sizing (25% of banner) to be carried out by supplier.</p> <p>(d) Provision in the following size range: 1.80m to 2.40m length x 0.75m to 0.85m breadth [metal holders and carrying bags to be supplied as well].</p> <p>(e) Delivery to the Managing Authority, Funds and Programmes Division premises by noon (12:00hrs) on 29th September 2014.</p>	
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3.0 Submission and Contact Details

Interested bidders are to fill-in and submit Section 2 of the specifications in order to provide a complete quotation for the design and the actual item

All prices must quote VAT separately and in full, VAT must not be added to the price or shown as a percentage. An invoice will be required after the delivery of the items, with breakdown of the items.

All services and items quoted for must be in line with product safety directives and must have been cleared by MCCA prior to procurement.

Clarifications and further information are to be sought through the contact details mentioned hereunder by *Friday 12th September, 2014*. Any clarifications received after this deadline will not be considered.

Quotations are to be submitted by Friday 19th September, 2014 at noon by email to the following contact details:

Name: Helena Holland
 Tel: +356 22001059
 Email: rdd.meaim@gov.mt

Once approval for the procurement of the items is issued, items are to be delivered to the Managing Authority EAFRD, Funds and Programmes Division, Triq il-Kukkanja, Santa Venera by Monday 29th September 2014.

Section 2: To be filled in by interested service providers

Quotation date: _____

Suppliers/Contractor's details

Company's Name:	
Contact Person's Name and Surname:	
Company's Address:	
Telephone Number:	
Mobile Number:	
Fax Number:	
E-mail address:	

2.2 Specifications

Size of roll-up banners	
400 microns laminated P.V.C. (Yes/No)	
Metal holders/carrying bags (Yes/No)	

2.3 Pricing details (in EURO)

Roll-Up banner	€
TOTAL PRICE excl. V.A.T.	€

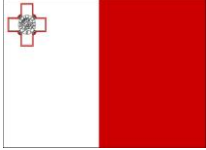

Any discount (specify rate if applicable) ___%	€
V.A.T. (specify rate) ___%	€
GRAND TOTAL (incl. V.A.T., less discount)	€

Company rubber stamp (if applicable):

Signature:

Name and Surname:

SECTION 3: CO-FINANCING TEXT AT THE BOTTOM OF ROLL-UP BANNERS (25% of available space)

	Rural Development Programme for Malta 2007-2013	
	Part-financed by the European Union Technical Assistance The European Agricultural Fund for Rural Development Co-financing rate: 75% EU Funds, 25% National Funds	
	<i>Europe Investing in Rural Areas</i>	

Sample as referred to in page 2.