

Invitation to tender
procurement procedure N° EMSA/NEG/37/2014
for "Purchase of 5 tables for vessel models "

<p>Subject & requirements</p>	<p>The European Maritime Safety Agency (EMSA) is launching an invitation to tender for "Purchase of 5 tables for vessel models "</p> <p>The requested items include supply and installation of 5 exhibition tables for vessels models as specified:</p> <p><u>Material:</u></p> <ul style="list-style-type: none"> – in high-density wood chipboard, covered with natural mahogany leaf, finishing in matt varnish <p><u>Quantity and measures:</u></p> <ul style="list-style-type: none"> – 1 Table for the Vessel model ("Forth Fisher") 110 x 27,5 cm – 1 Table for the Vessel model ("Mersey") 100 x 32,5 cm – 1 Table for the Vessel model ("Galway") 100 x 32,5 cm – 1 Table for the Vessel model ("Thames") 110 x 29 cm – 1 Table for the Vessel model ("Adriatic Sea") 84 x 50 cm – Lateral sides and top covers with 38 mm of thickness and locking with 19 mm of thickness <p>The more detailed specification can be obtained during the on-site visit between 23/07/2014 and 24/07/2014.</p> <p>The contractor shall ensure that tasks are carried out without detriment to the general functioning of EMSA services and shall be responsible for any damage caused to the existing furniture.</p> <p>The price offer must include all materials used, works and arrangements proposed, as well as the costs of transport.</p>
<p>Deadline to submit bid</p>	<p>30/07/2014, 12:00 (Lisbon time)</p>
<p>Manner of submission of bid</p>	<p>By email: NEG372014@emsa.europa.eu</p>
<p>Max value contract</p>	<p>2000 Euro excluding VAT</p>
<p>Type of contract</p>	<p>Purchase Order</p>
<p>Duration contract</p>	<p>Delivery shall take place at the latest 30 calendar days after the signature of the contract by the last contracting party.</p>
<p>Contract management responsible body</p>	<p>Unit A.2.3, in charge of Facilities and Logistics Contact person: Mr Francisco BARAONA</p>
<p>Contact</p>	<p>NEG372014@emsa.europa.eu</p>
<p>On-site visit/meeting</p>	<p>Between 23/07/2014 and 24/07/2014, office hours 9.00 -17.00. Written request for dates of the visits to be send to NEG372014@emsa.europa.eu.</p>

Validity of the bid until:	31 December 2014
Award criteria	The contract will awarded to the tenderer that offers the lowest price
<p>Signature and date</p> <p>Manuela Tomassini Head of Department Corporate Services</p>	 17/7/14
<p>Please consult the following documents while preparing your tender:</p> <ul style="list-style-type: none"> • <i>Low-Value Procurement Procedure – Tendering Conditions</i> • <i>Purchase Order</i> • <i>Tenderer's checklist</i> • <i>Statement subcontracting/joint offer</i> • <i>LEF and BAF</i> <p>Available at: www.emsa.europa.eu/low-value-procurement</p>	