

Invitation to tender
procurement procedure N° EMSA/NEG/05/2015
for the provision of transport services of exhibition material to Interspill 2015

Subject & requirements	Provision of transport services of exhibition material to Interspill 2015 Please see Annex I for more detailed requirements
Deadline to submit bid	23 February 2015 10h00
Manner of submission bid	By email: NEG052015@emsa.europa.eu The bid should mention European Maritime Safety Agency Ann Macpherson EMSA/NEG/05/2015 Praça Europa 4 1249-206 Lisbon Portugal
Max value contract	4500 Euro excluding VAT (Price shall include all related costs, e.g. transportation, insurance, etc.)
Type of contract	Purchase Order
Duration contract	Provision of transport services of exhibition material to Interspill 2015 between 20 and 31 March 2015
Contract management responsible body	Bureau of the Executive Director / Communications Contact person: Ann Macpherson
Contact	NEG052015@emsa.europa.eu
On-site visit	If the tenderer wishes to assess the exhibition material to be transported in order to prepare for a bid he can see the goods Thursday 12 February from 10h to 12h
Award criteria	The contract will be awarded to the tenderer that offers the lowest price
Validity of the bid until:	Until 31/12/2015
Signature and date	Andrea Tassoni Policy Advisor Bureau of the Executive Director  11/21.15
Please consult the following documents while preparing your tender: <ul style="list-style-type: none"> • <i>Low-Value Procurement Procedure – Tendering Conditions</i> • <i>Purchase Order</i> • <i>Tenderers checklist</i> • <i>Statement subcontracting/joint offer</i> • <i>LEF and BAF</i> Available at: http://www.emsa.europa.eu/work/procurement/calls.html	