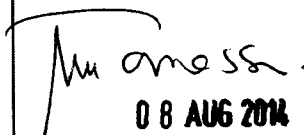


Invitation to tender

procurement procedure N° EMSA/NEG/24/2014

for the supply and installation of a synoptic panel

Subject & requirements	<p>The scope of this tender is:</p> <ul style="list-style-type: none"> a) The supply and installation of a synoptic panel in traffolyte with LED indicators with the following maximum dimensions: 1200x600x90mm. b) The supply and installation of an electrical GTC board, and the integration of all the signals to display on the synoptic panel. c) The installation of a technical DLP track (105x50mm) and cabling for connecting the electrical GTC board to the synoptic panel. d) The programming of the PX controllers related to the GTC board.
Deadline to submit bid	05/09/2014, 17:00h
Manner of submission of bid	By email: NEG242014@emsa.europa.eu
Max value contract	6,500 Euro excluding VAT
Type of contract	Purchase Order
Duration contract	Execution within 45 days from contract signature
Contract management responsible body	Unit A.2.3, in charge of Facility and Logistics Contact person: Mr Francisco Baraona
Contact	NEG242014@emsa.europa.eu
On-site visit	Site visits are possible between 11/08/2014 and 14/08/2014. To request a visit please send a written request to NEG242014@emsa.europa.eu before 14/08/2014.
Selection criteria Technical and professional capacity	<p>Requirements: 4º degree (Instalações eléctricas e mecânicas) certification from INCI (Instituto da Construção e do Imobiliário, I.P.)</p> <p>Evidence: Copy of the certification</p>
Award criteria	The contract will be awarded to the tenderer that offers the lowest price.
Validity of the bid until:	31/12/2014
Signature and date Manuela Tomassini Head of Department Corporate Services	 08 AUG 2014
<p>Please consult the following documents while preparing your tender:</p> <ul style="list-style-type: none"> • Low-Value Procurement Procedure – Tendering Conditions • Tenderer's checklist • LEF and BAF • Statement subcontracting/joint offer • Draft Purchase Order <p>Available at: http://www.emsa.europa.eu/work/procurement/calls.html</p>	

**PURCHASE ORDER FOR LOW VALUE CONTRACTS****European Maritime Safety Agency**

Praça Europa 4
1249-206 Lisbon, Portugal
Tel: +351 211 209 200
Fax: +351 211 209 210
<http://www.emsa.europa.eu>
VAT: 507 685 326

Number:
EMSA/NEG/24/2014

Currency of payment: EUR

Offer (date and reference):

Assets reference (optional):

This purchase order constitutes acceptance of the above Contractor's offer (quote).
By agreeing to this order (contract), the Contractor accepts the specification sent on 08/08/2014 attached to this document, waives all other terms of sale or performance of services and accepts the General Conditions published on EMSA website at:
<http://emsa.europa.eu/work/procurement/calls.html>

DESCRIPTION OF THE SUPPLIES OR SERVICES	UNIT	QUANTITY	PRICE IN €	
			UNIT PRICE	TOTAL
Supply and installation of a synoptic panel in traffolyte with LED indicators with the following maximum dimensions: 1200x600x90mm	1	1	- €	- €
Supply and installation of an electrical GTC board, and the integration of all the signals to display on the synoptic panel	1	1	- €	- €
Installation of a technical DLP track (105x50mm) and cabling for connecting the electrical GTC board to the synoptic panel	1	1	- €	- €
Programming of the PX controllers related to the GTC board	1	1	- €	- €

Pursuant to the provisions of Articles 3 and 4 of the Protocol on the Privileges and Immunities of the European Union, EMSA is exempt from all taxes and dues, including value added tax, on payments due in respect of this contract. This applies to EMSA pursuant to the Regulation 1406/2002/EC. Companies with Portuguese VAT number shall include VAT amount on their invoices. Invoices submitted to EMSA shall include: EMSA name, EMSA address and EMSA VAT number: 507 685 326	Net total:	- €
	Packaging:	- €
	Insurance:	- €
	Transport:	- €
	Assembly:	- €
	VAT (23%)	- €
TOTAL :		- €

Place of delivery or performance and/or Incoterm: EMSA headquarters in Praça Europa 4, 1249-206 Lisbon, Portugal	Contractor's signature Name: Position: Date:
Delivery performance dates and hours: from 09h to 17h (on dates to be agreed) within 45 days from signature of this Order by EMSA.	
Payment: 30 days from receipt of the invoice. Contractor's bank account: IBAN :	
Initiating agent: Marta Martins	
Budgetary item (BL): 2050 Commitment nr:	

Acceptance of the quote by EMSA:

Date of issue:
Signature :
Manuela Tomassini, Head of Department Corporate Services

The invoice shall be paid only if the Contractor has returned the signed purchase order.
This Contract shall be governed by Union law, complemented, where necessary, by Portuguese law and any dispute shall be brought before the courts of Lisbon.

For further information concerning this purchase order, please contact :

EMSA – European Maritime Safety Agency, Praça Europa 4, 1249-206 Lisbon, Portugal
Tel: 351 211 452 , E-mail: Francisco.BARAONA@emsa.europa.eu

Invoices shall be sent to the following address:

European Maritime Safety Agency, Invoice Registration (IR), Unit A.2 – Legal and Financial Affairs, Praça Europa 4, 1249-206 LISBOA, Portugal