



Camera di Commercio Italiana in Cina

中国意大利商会

China–Italy Chamber of Commerce

Invitation To Tender - "Inter Airport China 2018" and "China AirShow 2018"

1. Background

The Aviation & Aerospace Working Group (AAWG) of the China-Italy Chamber of Commerce (CICC) is a membership-based group, formed to promote and support the know-how, products and services of Italian companies in China in the aviation and aerospace sector. AAWG provides a single unified voice to key stakeholder groups and promotes the true value created by the Italian companies in the aviation sector. AAWG has launched an Exhibition Program in 2017, by exhibiting for the first time at the China Aviation Expo in Beijing in September 2017.

The Exhibition Program continues in 2018, by exhibiting at:

Exhibition 1: "Inter Airport China 2018", Beijing, September 2018.

Exhibition 2: "China AirShow 2018", Zhuhai, Guangdong Province, November 2018.

2. Tender Details

The contracting authority for the purpose of this invitation to tender is the China-Italy Chamber of Commerce. This project is funded by the Members of the Aviation & Aerospace Working Group.

3. Tender Requirements

The stand layout for Exhibition 1 is 40 sqm (5*8 mt.), stand-alone island, open on 4 sides.

The stand layout for Exhibition 2 is 114 sqm (19*6 mt.), open on 2 sides.

The stands need to have the ability to support variable member companies with change of graphics and CICC AAWG umbrella branding.

Ideally the stand should be a modular design offering flexibility of use for both larger and smaller areas. The stand shall incorporate a reception desk, wall mounted TVs (hardware provided by exhibition contractors), seating and meeting area, product display areas, and must follow the CICC brand guidelines.

Stand design and on-site management to assist during the construction phases, as required by the exhibitions' contractors.

Design and production of graphics and panels for portable display and banners.

4. Contract Term

This tender will cover the periods from June 1st 2018 to December 31st 2018.

5. Contract Value and Payment Terms

Tenders should quote for the completion of this work in full but include a breakdown of costs as per the tender requirements detailed in Paragraph 3 (Tender Requirements).

6. Contract Management

Standard terms and conditions will apply to the successful tender(s) organizations; a copy of which is available upon request. Special terms may come into force as the contract is negotiated.

7. Quality Assurance

Tenders should describe the organizations procedures for quality assuring their work stating whether they hold a recognized quality management certification in place.

8. Award Criteria

The contract will be awarded to the most economically advantageous tender evaluated.

9. Queries

To ensure a fair and transparent tender process no approach of any kind in connection with this tender should be made to any other person within, or associated with, China-Italy Chamber of Commerce. Failure to comply may result in disqualification from the process.

10. Tender Return

The completed Tender and associated documents must be submitted to Marta Zhang by email to analyst@cameraitacina.com.

11. Closing Date

May 18th 2018.

12. Conditions of Participation

Participation in tendering is open to CICC Members and no Members;
Companies competing in the tender must have the necessary knowledge and experience and have the technical support and personnel capable to run the tender;
One Company may submit only one tender;
The tender is to be drafted in Italian or English, and signed;
It is the responsibility of the tenderer to study the specification and requirements before submitting the tender.

13. Evaluation Criteria

13.1 The selection of the Supplier will be made according to the Service's requirements;

13.2 The selection of the supplier will be made according to the lowest bidding price received;

13.3 If the bidding price is the same or the service/goods are supplied free of charge, the Chamber will give priority to the members of the Chamber first and will select the first submitted bid that will meet the standards of quality indicated;

13.4 If no applications are submitted by the members of the Chamber, the Chamber has the right to select the most appropriate application submitted by one of the non-member companies present on CICC database;

13.5 The Supplier shall be excluded from the tendering;

13.5.1 In case of not meeting conditions of the tendering process;

13.5.2 In case of non-conformity with the hereby open call for tender;

13.5.3 in case of submitting false data;

13.5.4 late submission.

The results of the tendering shall be announced by email.