



ITALIAN TRADE AGENCY

Office Addis Abeba

Date: 30/03/2023

Det a Contrarre n. 1246/23 del 30/03/2023

Initiative: ADDISBUILD BY THE BIG 5 CONSTRUCT ETHIOPIA

Co.An : U22BU02401

CIG: 9748320825

Numero Gara: 9028085

Centro di costo: 4QD1

COGE: 650902004/650902002

Local Purchase Order for Stand Build Up Services for Italian Pavilion at Addis Build by the Big 5 Construct Ethiopia

With reference to your quotation dated that makes part of this contract, we hereby assign your company the following service:

Following your project proposal and the relevant commercial proposal dated, you have been assigned the construction and dismantling of the Italian Pavilion at Addis Build by the Big 5 Construct Ethiopia, Millennium Hall, Addis Ababa.

Technical specifications, quality and realization of the stand:

These must comply with all the instructions indicated in our invitation to bid Prot **no. 0039234/23 of 30/03/2023** and to the technical description attached to it and any graphic project which might including specifications sent by our office via email for electrical requirements, space organization and furniture.

For the rest of electrical requirements, space organization and furniture, you must comply with all the instructions indicated in our invitation to bid Prot **no. 0039234/23 of 30/03/2023** and to the technical description attached to it and any graphic project which might including specifications sent by our office via email.

Preshow Preparations

You will dedicate (MR/MS.....) as project coordinators who will be the point of contact for all communication from project confirmation to build-up and show proper.

Delivery Time

- All stands will be delivered to exhibitors on **17TH of May at 20:00 p.m.** around 12 hours before the opening of the show;
- Dismantling will start on the **20th of May from 19:30 p.m. and continue throughout the night till 15:00 p.m. of 21st of May.**

ICE – Italian Trade Commission
Trade Promotion Section of the Italian Embassy
Embassy of Italy – Kebena
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Cod. Fisc. / Part. Iva 12020391004

Certificate N. 38152/19/S
ISO 9001 / UNI EN ISO 9001:2015

Member of CISQ Federation





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Exhibitors Support and Stand by Personnel

- During the exhibitor's day and the show duration technical personnel of your company will be on site for any technical issues that have to do with our structure.

Penalty

The ITA-Agency reserves the right to apply the following penalties in case the contractor fails to complete one or more of the following works:

- For the delay in the return, or return with damages, of the premises to the fair authority, the total costs that the fair authority will claim from the ITA-Agency will be charged to the construction company, which in any case must be paid before the contractual deadline (before the final payment of 60%);
- 2% of the tendered value for each hour of delay maximum until the official opening of the exhibition in case the contractor fails to complete the Italian Stand at the required timing and date;
- 2% of the total amount of the contract will be applied for each of the elements identified with the A-B codes (flooring, structure, partition walls, cubic banners etc ...) and the display and furniture elements (tables, sofas, chairs, TVs, desks, etc.) deemed unsuitable, assessed through a report written by ITA-Agency, accompanied by photographic relief and countersigned by the company awarded the contract, or such as to report manufacturing defects and / or characteristics different from those presented in the offer phase and / or showing damage resulting from careless conservation to the point of be structurally and / or aesthetically unusable.

The total amount **for 234 sqm** is **65.520,00 Euro (Sixty-five thousand five hundred twenty/00 including VAT)** will be paid upon receipt of the invoice.

The Company may issue the invoice for the price of the services listed in this contract on condition that ITA-Agency issues a certificate of regular performance of such services (the "**Certificate**") within 7 (seven) days of their completion. A copy of such Certificate will be served to the awarded company.

The price will be paid by ITA-Agency within 30 (thirty) days of receipt by the latter of the relevant invoice issued by the awarded company and of the signed contract.

Please note that the invoice must be issued as follows:

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Trade Promotion Section of the Embassy of Italy - Addis Ababa

Embassy of Italy - Kebeña,

Addis Abeba - P.O. Box 1105

Tel. +251111240770

addisabeba@ice.it



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Rules of conduct of contractors and/or staff of the contractor/concessionaire:

In the execution of the contract/assignment/agreement, the trader/professional/contractor undertakes a fully respect the Code of Conduct adopted by ITA-Agency (Italian Trade Agency) with respect to the provisions of Presidential Decree 62/2013 approved by the

Board of Directors by resolution no. 402 on 24 January 2017. The Code of Conduct and Disciplinary procedures of the ITA-Agency is available on the website www.ice.gov.it - at the section "Amministrazione Trasparente" - "Disposizioni Generali " - "Atti Generali" - "Codice Disciplinare e di Comportamento dell'ICE Agenzia" - "Codice di Comportamento (versione inglese) . For any breach of obligations under the Code, if the same is considered serious, the ICE - Agency will have the option to terminate the contract.

Anti-corruption clause:

The trader/professional/contractor declares that his/her company has not signed any subordinated or autonomous employment contracts or have offered employment or private business missions or have benefitted from consultancy services from any ICE ex-employee endowed with decisional power in the past three years.

Reporting of illicit conduct (whistleblowing)

Pursuant to art. 4-bis, paragraph 2 of Legislative Decree no. 165/2001, as amended by law no. 179/2017 concerning "Provisions for the protection of persons who report unlawful activities or wrongdoing based on information acquired in a public or private work-related context", the suppliers of goods or services to the ITA-Agency are also entitled to report any unlawful conduct or wrongdoing of which they have learnt within the context of the contractual relationship. The reports, which are kept fully confidential, are managed through an IT application available on the Italian Trade Agency – ICE website – "Whistleblowing" section at <https://www.ice.it/it/en/whistleblowing>

The present contract is signed for acceptance by both concerned parties.

**Italian Trade Agency
Riccardo Zucconi
Director – ICE- Addis Ababa**

