

Amman Office

MARKET SURVEY NOTICE INTRODUCTION

Dear Company

Subject: Consultation of economic operators aimed at direct assignment pursuant to art. 7 paragraph 2 letter. a) of the D.M. 192/2017 of the express courier and truck service on the national territory and express courier service in the countries of the European Union, for the calendar year 2021, without however excluding a priori the remaining destinations in the rest of the world.

METHOD OF PERFORMING THE SERVICE AND TIME OF EXECUTION

Shipping requests will be booked through an online connection to the company website of the successful bidder or by telephone and the successful bidder will have to collect the packages ready for shipment at the Italian Trade Agency - Amman Office, according to the following opening hours: from Sunday to Thursday 09:30 - 16: 15;

Deliveries must be made by the successful bidder in compliance with the following deadlines:

Shipments by national express or truck service of parcels and packages: within 24 hours from the time of collection within the national territory

- Shipping by international express service of packages and parcels within 24 hours;

- Urgent shipments - with timely delivery - via express national service of packages and parcels within 12 hours;

In the case of "absent recipient" the successful bidder undertakes to make a delivery on the next working day by issuing a specific notice after each step.

If after such attempts it was not possible to make the delivery, the successful bidder will receive - upon request to the Italian trade Agency - Amman Office - an indication of the recipient's telephone number in order to arrange an appointment with the same for delivery. In the event of an "incorrect / non-existent address" the successful bidder undertakes to notify the Italian trade Agency - Amman Office by e-mail, or by any suitable means, as soon as possible and, in any case, within 12 hours following. Using this hypothesis, the successful bidder undertakes to return the package to the Italian Trade Agency - Amman Office, providing for the free storage of the package itself until the moment of return.

TRACEABILITY OF THE SHIPMENT

The successful bidder must make the data relating to all shipments available to the Italian trade Agency - Amman Office, via an online link on its company website, so that the requesting office can verify the outcome. The staff of the Italian trade Agency - Amman Office must have the ability to access all the data entered on this portal. The online connection to the successful tenderer's

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company website, using a reserved password, must allow queries to allow monitoring of the service provided, with particular reference to:

- tracking, with at least two daily updates (usually by 1.00 pm and by 4.00 pm on each working day), of all the details and movements of the shipment (for example, collection date, shipment identification, distribution operating point, packages making up the shipment, date and time of delivery, name of the person in charge of receiving the shipment);
- tracking of deliveries not made, with indication of the relative reason (for example, closure for holidays, absent or unknown recipient, material refusal, theft or loss of packages);
- possibility to download a summary prospectus in electronic format, containing the data of the shipments relating to the requested period. These data, to be considered confidential for all legal purposes, may be consulted only by the Contracting Authority and, therefore, the successful tenderer must ensure that third parties cannot access the database in question. The data relating to deliveries must be available for consultation by the Contracting Authority for at least 12 months after the expiry of the contract.

DURATION The duration of the service is until 31 December 2021.

This Administration has the right to withdraw from the contract at any time under the conditions set out in Article 1, paragraph 13, of the decree-law. 6 July 2012, n. 95, converted with amendments by law 7 August 2012, n. 135.7.

The sole person in charge of the procedure is Filippo Covino, head of the Ice Agency Office in Amman

APPLICABLE PROCEDURE AND AWARD CRITERIA

The direct negotiation procedure to be carried out pursuant to art. 7 paragraph 2 letter. a) of Ministerial Decree 192/2017 addressed to qualified suppliers on the expiry date of the deadline for submitting offers, under the call for "Courier service", also in possession of the requisites required by this specification.

Award criterion

pursuant to art. 11 of Ministerial Decree 192/2017, direct assignment will be made in favor of the company that presented the lowest price. The Italian trade Agency - Amman Office will proceed with the award of the tender even in the presence of only one valid offer, as long as it is deemed appropriate and convenient. Incomplete offers, not digitally signed by the legal representative, will be excluded.

AMOUNT OF THE CONTRACT

The total amount of the contract was estimated at 1000 JOD max (approximately € 1163), VAT exempt, until 31 December 2021.

The offers from the economic operators interested in the selection procedure in question must be sent, under penalty of exclusion, to the Ice Office - Amman Agency, no later than 3:00 pm on 07/02/2021 to the email address : amman@ice.it, together with the documentation listed below, digitally signed by the legal representative of the company, or with a holographic signature attaching a valid identity document of the subscriber:

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1. Cost estimate;

2. Declaration Form

3. Offers will not be considered that:

- are received after the mandatory deadline indicated;
- are conditioned or do not clearly accept the required conditions, create misunderstandings about the intention of the contractor to fully adhere to the conditions or indications of the cost.
- do not contain one or more elements required in this letter of invitation.

Increasing bids or multiple bids will not be accepted. Each competitor must participate by submitting a single offer.

The award will also take place in the presence of only one offer, because it is considered valid and deserving of acceptance.

For further information and / or clarifications, you can contact by e-mail: the ITA Office in Amman e-mail box: amman@ice.it

The sole person in charge of the procedure is Filippo Covino, head of the Ice Agency Office in Amman.

SUBJECTS ADMITTED PARTICIPATING

The subjects referred to in Article 45 of Italian Legislative Decree 50/2016, in possession of the following requirements, are eligible to participate in the procedure:

- a) inexistence of the causes of exclusion provided for by article 80 of Legislative Decree 50/2016 and subsequent amendments.
- b) registration in the Register of Companies of the Chamber of Commerce and Industry.
- c) coverage of the service on the national and international territory;
- d) perform the service and anything else requested according to the instructions given in this request for quotation, accepting all its contents, without any conditions or reservations.

10. The contract will be stipulated, after the award, by the Director / Sole Responsible for the procedure of the Ice-Agency Office in Amman.

Any possibility of tacit renewal is expressly excluded. The transfer, even partial, of the contract is not allowed.

We inform you that in the event of serious non-fulfillment, the Administration may decide to forfeit the deposit, furthermore, after a formal injunction which has remained unsuccessful, it may order the execution of all or part of the service in question at the expense of the defaulting party or company (except exercise of action for compensation for any damage). Finally, the Administration may order the termination of the contract, without prejudice, in any case, to compensation for damages suffered. The ICE-Agency may terminate the contract following serious and continuing violations of the rules on supply, by giving written and motivated notice of 30 days.

TERMS OF PAYMENT

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The settlement of the amounts due will be made by bank transfer, upon presentation of an invoice, within 30 days of the invoice date.

TRACEABILITY OF FINANCIAL FLOWS

The company assumes, under penalty of absolute nullity of this contract, the obligations provided for by art. 3 of the Italian Law n. 136/2010 and subsequent amendments on the traceability of financial flows and Jordanian Law No. (18) for the Year 2017- The Securities Law.

All financial movements relating to this contract must be recorded on the dedicated current account, the identification details of which have been communicated to the ITA Office in Amman and will be carried out exclusively through the bank transfer instrument or with other suitable instruments to allow full traceability of the operations.

2. The company undertakes to immediately notify the ICE of Amman and the competent territorial office for the news of the fulfillment of its possible subcontractors / subcontractors to the obligations of financial traceability.

RULES OF CONDUCT FOR COLLABORATORS AND / OR EMPLOYEES OF THE CONTRACTING COMPANY

The economic operator undertakes, in carrying out the assignment, to comply with the disciplinary and conduct code adopted by the ICE-Agency in accordance with the provisions of Presidential Decree 62/2013 and approved by the Board of Directors with resolution 402 of 24 January 2017. The Disciplinary and Code of Conduct of the ICE-Agency is available on the website www.ice.gov.it - section "Transparent Administration" - "General provisions" - "General Acts".

The violation of the obligations referred to in the code will result in the ICE-Agency having the right to terminate the contract if it is deemed serious.

REFERENCE RULES

For all other conditions and terms not regulated herein, please refer to the provisions of Italian Ministerial Decree 192/2017 and Jordanian Law; the civil law governing the stipulation of the contract and the execution phase is determined according to the applicable rules of private international law.

DEFINITION OF DISPUTES

All disputes arising from the contract are referred to the jurisdiction of the Judicial Authority of the Court of Amman, excluding the arbitration jurisdiction.

PROTECTION OF CONFIDENTIALITY AND RIGHT OF ACCESS

This company is invited to read the Information on the processing of personal data pursuant to Regulation (EU) 2016/679 ("RGPD"), available on the ICE-Agency institutional website at <https://www.ice.it/it/privacy>.

REPORTING OF OFFENSES

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Pursuant to art. 54-bis, paragraph 2 of Legislative Decree 165/2001 (amended by Law no. 179/2017) "Provisions for the protection of the authors of reports of crimes or irregularities of which they have become aware in the context of a public or private employment relationship", companies supplying goods or services that operate in favor of the ICE Agency may report any "illegal conduct" of which they become aware in the context of the contractual relationship. The reports are managed through an IT application, in total confidentiality, by accessing the website www.ice.it - "Whistleblowing" section, available at the following link: <https://ice.whistleblowing.it/#/>.

SUPPLIER'S OBLIGATIONS AND RESPONSIBILITIES

The winning company shall execute all services under the conditions set forth in this letter, in the sole interest of the Italian Trade Agency – Amman Office, abiding by the instructions and requests that the Italian Trade Agency Amman Office will provide. The winning company is required to ensure the feasibility of its proposals at every stage. The winning company is not authorized to sign documents that may bind the Italian Trade Agency. The winning company shall observe professional secrecy and show diligence in the execution of services. For further information concerning this call for bids and the required specifications, kindly contact the Italian Trade Agency – Amman Office Office at 0656622751/2 Ms. Rosarita Catani or Ms. Afnan Hammad or via email at amman@ice.it.

Thank you for your interest and we look forward to receiving your quotation.

Sincerely,

Filippo Covino

Italian Trade Commissioner – Amman Office

