



European Grouping of Territorial Cooperation
Cities of Ceramics - EGTC limited

INVITATION TO TENDER

to contract the preparation, management and justification services for the project to be submitted within the framework of the Erasmus + (K2) European programme

By order of the President of the AECT Ciudades de la Cerámica, Mr. Phillippe Amy, dated 15 of February 2016, it was resolved to approve the dossier and the specifications to award the preparation, management and justification services for the project to be submitted within the framework of the Erasmus+ (K2) European programme, according to the following provisions:

1.- Awarding authority

Agrupación Europea de Cooperación Territorial Ciudades de la Cerámica, AECT limitada (hereinafter referred to as AEUCC), TIN:Q3000822A, based in Totana (Murcia), Spain.

Contact details for the purposes of this procedure:

Mr. Oriol Calvo – Tel. 0034-937 972 732 (landline) – 0034 626 246 109 (mobile)

Email: gerencia@ciudades-ceramica.es

2.- Contract subject matter

The subject matter of the contract is the procurement of the services of preparation, management and justification of the project promoted by the AEUCC to be submitted within the framework of the Erasmus+ (K2) European programme, for a period not exceeding three years, in two phases:

Phase A: Preparation of all project documents to be submitted to the EU.

Phase B: Project management and justification if the EU funding is awarded.

3.- Processing, procedure and budget

The procurement shall be processed as a matter of urgency.

The procedure consists of Technical Specifications and Administrative Specifications, available on the website of the AEUCC: www.aeucc.eu

Base tender budget: 37,500 euros (excluding VAT)

4.- Offer submission

The tenders shall be submitted between 8.30am and 2pm to:

Asociación Española de Ciudades de la Cerámica

Carrer Gran, 59 (Ajuntament d'Argentona)

08310 Argentona (Barcelona) Spain

The tenders dispatched via mail or courier service shall be sent to the same address. In this case the bidder should prove the date of dispatch through an email sent to gerencia@ciudades-ceramica.es, by attaching a scanned copy of the shipping document showing the date of dispatch of the documents.

As described in the Administrative Specifications, the three envelopes containing the tender shall be placed in one large envelope bearing the recipient postal address and marked as follows: NOT TO BE OPENED: CONTAINS TENDER DOCUMENTS FOR THE AEUCC ERASMUS+ PROJECT SUBMITTED BY.... (write company name, postal address, telephone number and email address to enable receipt acknowledgement)

5. Deadline for tender submission

Deadline: 26th of February 2016

The envelopes sent via mail or courier service must be available to the notifying authority no later than the 29th of February. Otherwise they shall be excluded from the proceeding.

AEUCC – Agrupación Europea de Ciudades de la Cerámica (AECT limitada)
(European Grouping of Territorial Cooperation “Cities of Ceramics”)

Legal and Administrative Headquarters: Ayuntamiento de Totana, Plaza Constitución, 1 - 20850 Murcia, Spain
Project Coordinator and General Secretary: Giuseppe Olmeti, giuseppe.olmeti@comune.faenza.ra.it