

Cohesion Policy 2007 -2013
Operational Programme II PA 4

Empowering People for More Jobs and a Better Quality of Life

ESF 4.268 – Enriching Malta’s SME and Self-Employed Representation in Practice

REQUEST FOR QUOTATIONS – ref. GRTU 171115.2

Request for Audiovisual Tool to Promote Entrepreneurship – Outreach Exercise

ISSUED ON: 10/11/2015

DEADLINE: 17/11/2015



Operational Programme II – Cohesion Policy 2007 – 2013
Empowering People for More Jobs and a Better Quality of Life
Project may be part-financed by the European Union
European Social Fund (ESF),
Co-financing rate: 85% EU Funds; 15% National Funds



Investing in your future

1. Objective

GRTU is requesting quotations for the provision of Audiovisual Tool to Promote Entrepreneurship in relation to the Outreach exercise taking place on the 20th November 2015 at MCAST Poala.

The cost of this initiative shall be part financed by the European Union European Social Fund Operational Programme II PA 4.

The selection of the successful bidder will take place on the basis of the most technically compliant, able to handle initiative within the required timeline and cheapest bidder.

2. Dates

Videographer is required on the 20th November 2015 between 12.00 – 14.00 hrs at MCAST Poala. Any additional interviews need to be undertaken within one week of the event. The final Audiovisual Tool to Promote Entrepreneurship will need to be delivered to GRTU by the 30th November 2015 by means of a CD or USB stick in high resolution format without watermark.

3. Activities

The Audiovisual Tool would include footage captured during the activity at MCAST on the 20th November 2015. It shall also include interviews of entrepreneurs and any related graphics and professional voice-over as necessary. This footage will then need to be edited into a professional, promotional and educational clip of 5 minutes with the intention of serving as a tool to promote entrepreneurship and the role of a business and employers' association in social dialogue.

4. Timeframe

Quotations must reach GRTU offices via electronic mail on admin@grtu.eu by no later than **17th November 2015 at 5pm**. All prices must quote VAT separately and in full where applicable.

The invoice original related to the event is to reach our offices by not later than 30th November, 2015. All prices must quote VAT separately and in full, which must not be added to the price or shown as a percentage.

Clarifications and further information are to be sought through the contact details admin@grtu.eu hereunder by 16th November 2015. Any clarifications received after this deadline will not be considered. The cheapest technically compliant bidder will be chosen.

Quotations are to be submitted by 17th November 2015 at 5pm via email to the following contact details admin@grtu.eu

Only quotations submitted in the stipulated format below will be considered

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Quotation date: _____



Supplier’s details:

Company’s name:

Contact person’s name and surname:

Company’s Address:

Telephone number:

Email Address:

Audiovisual Tool to Promote Entrepreneurship – Outreach Exercise

Final price:

Net:		€
Any Discounts (specify rate)	%	€
Vat (specify rate)	%	€
TOTAL:		€

Company Rubber Stamp:

Signature:

Name and Surname: _____



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