

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 281015.3

Request for Promotional Conference Material

ISSUED ON: 21/10/2015

DEADLINE: 28/10/2015



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 promotional material for the EU 2020 Event taking place on the 2nd November 2015.

The cost of this initiative may be part financed by the European Union European Social Fund Operational Programme II PA 4 and results of selected provider would be communicated after the 1st October 2015 pending results from this project.

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

2. Dates

The promotional material for the EU 2020 Event will include:

- Conference folders
- Printing of Agenda on A4 paper

All items are required to be delivered to GRTU offices on the 30th October 2015.

3. Specifications

- Conference folders: A4 Conference folders on 350gsm laminated and printed on one side full colour
QTY 70
- Printing of Agenda in full colour on A4 paper 200gsm
QTY 70

4. Timeframe

Quotations must reach GRTU offices via electronic mail on admin@grtu.eu by no later than **28th October 2015 by noon**. All prices must quote VAT separately and in full where applicable.

The invoice 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 27th October 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 28th October 2015 at noon 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:

Promotional conference material

- Conference tags x 70 €
- Conference folders x 70 €
- Printing of Agenda on A4 paper x 70 €

Final price:

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

Company Rubber Stamp:

Signature:

Name and Surname: _____



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