



Embassy of Italy
Abuja

PUBLIC NOTICE

In the framework of its institutional activities, the Embassy of Italy in Abuja intends to hold economic, cultural, and scientific events to promote Italy in the Federal Republic of Nigeria during the second semester of 2024.

In this context the Embassy invites expressions of interest from public or private organizations operating in the gastronomic or in the food distribution sector, which deal with original Italian products and wish to promote through own gastronomic events, in an unremunerated collaboration with the Italian Embassy, the Italian culinary tradition in the framework of the **9TH edition of the Week of the Italian Cuisine in the World to be held in Abuja (16-22 November 2024)**;

Definitions:

1- The organization selected to enter into an unremunerated collaboration with the Embassy of Italy will be known as "Official Partner of the 9TH Week of the Italian Cuisine in the World (Abuja, 16-22 November 2024)". Official Partners can be public or private bodies, companies or other subjects, who operate in the gastronomic or food distribution sector and deal with original Italian products. In return the Official Partners may promote their name, brand and activity in connection with the said events.

2- The relationship between the Embassy and the Official Partner will be governed by an Agreement without entitlement to any kind of payment by the Italian Embassy. The "Agreement" refers to a bilateral formal understanding in which the Embassy provides the organization with the title of "Official Partner of the 9TH Week of the Italian Cuisine in the World (Abuja, 16-22 November 2024)" for the unremunerated provision of gastronomic events in the framework of the VIII Week of the Italian Cuisine in the World in the period from 16 to 22 November 2024. In return the "Official Partner" may publicize his business name, logo and brand.

Criteria

The Agreement may be freely negotiated between the parties, respecting the principles of impartiality and parity of treatment. The organization must not be disqualifiable for any of the reasons described in art. 80 of legislative decree no. 50/2016. The organization must hold the necessary qualifications to contribute to the 9TH Week of the Italian Cuisine in the World (Abuja, 16-12 November 2024) according to the indications under Definitions point one.

The Embassy may appoint more than one Official Partner. No Official Partner may claim exclusivity.

Conditions of selection:

The purpose of this notice is to invite proposals from potential Official Partners. It is not a call for tender. It does not oblige the Embassy to enter into a contract or bind the Embassy in any other way.

Any proposals submitted will not be ranked, attributed a score or classified by merit in any other way. If the Embassy receives a proposal that it wishes to consider, it will contact the person or company submitting the proposal. The Embassy also reserves the right to seek interested organizations directly through its own contacts.

Proposals will be assessed by the Embassy for economy, effectiveness, timeliness and appropriateness, in a procedure based on legal, non- discriminatory, transparent and sound administration practices.

The Embassy reserves the right to decline proposals that, due to the nature of the and/or the activity of the organization, are deemed incompatible with the Embassy's function, or that risk creating conflicts of interest, or that risk compromising the Embassy's image or activities, or that do not comply with the criteria and definitions in this Public Notice.

Specific Agreement clauses:

The Agreement will include a clause that specifically allows the Embassy to withdraw from the Agreement, upon request by the Embassy, without conditions or limitations, at no charge.

The Embassy will not be held liable for any exceptional circumstances or force majeure that entail the cancellation of the event.

Instructions for submitting expressions of interest:

Expressions of interest should be sent by 13th September 2024 to abuja.segreteria@esteri.it with the subject EXPRESSION OF INTEREST IN THE 9th WEEK OF THE ITALIAN CUISINE IN THE WORLD (ABUJA, 16-22 NOVEMBER 2024) and should include the following:

a) Annex A (Declaration in lieu of an affidavit), showing:

- Name, legal and tax details of the person/company submitting the proposal;
- Personal details, tax details and role held by the legal representative or the signatory of the proposal;

b) Annex B

In submitting a proposal, you give your consent for your personal data to be processed, solely for administrative and accounting purposes for the sponsorship procedure. Appendix B must be signed and submitted with the proposal to confirm this;

c) Brief description of the candidate's activities, economic size and marketing policy; the type of events proposed. The Embassy reserves the right to request modifications to the proposal; the organization's requests regarding methods for displaying or publicizing its logo or image.

Abuja, 12 August 2024

DECLARATION

The organization's legal representative	
Full name	
Date and place of birth	
Role	
Address	
Telephone	
Email	

Organization	
Name	
Tax identity number (tax code, VAT number or equivalent)	
Address	
Telephone	
Email and website	

This declaration is governed by articles 46 and 47 of Presidential Decree no. 455 of 28/12/2000 on declarations in lieu of certifications and affidavits.

I am aware of the liabilities and legal consequences arising from false declarations and from the use of falsified documents, and I accept that if this declaration is found to be false the benefits arising from it will be forfeited.

I DECLARE THAT:

- I have read the public notice published on the website of the Embassy of Italy in Abuja inviting organizations who wish to promote through own gastronomic events, in an unremunerated collaboration with the Italian Embassy, the Italian culinary tradition in the framework of the 9TH edition of the Week of the Italian Cuisine in the World to be held in Abuja (16-22 November 2024);
- I meet the criteria listed in the aforementioned public notice;
- None of the organization's legal representatives is disqualifiable under art. 80 of Legislative Decree no. 50 of 18 April 2016 and subsequent amendments, in particular as relates to criminal convictions; payment of taxes or welfare contributions in the sponsor's home country, in Italy or in the country where the sponsorship takes place; bankruptcy; conflict of interest; professional misconduct; and other grounds for exclusion under Italian law or analogous grounds for exclusion under the law of the country where the sponsorship takes place;
- None of the organization's representatives is disqualifiable for reasons relating to anti-mafia legislation or preventive measures;
- The collaboration offer is consistent with the organization's activity as it is described in the organizations's legal documentation/certificate of corporation.

I declare that the information provided above is true and correct.

I declare that there are no grounds for exclusion of the attached proposal and that the organization meets the criteria in the public notice published on the website of the Embassy of Italy in Abuja.

I accept, without reservation or exceptions, the provisions and conditions given in the public notice.

Place and date:

Full name and role

PLEASE ATTACH A COPY OF THE IDENTITY DOCUMENT OF THE SIGNATORY

PROTECTION OF PHYSICAL PERSONS IN THE PROCESSING OF THEIR PERSONAL DATA
Regulation (EU) 2016/679, art. 13

The processing of personal data is subject to the principles of lawfulness, correctness and transparency in order to protect the fundamental rights and freedoms of physical persons. In view of this, please note the following:

1. The data is held by the Italian Ministry of Foreign Affairs and International Cooperation, acting in this instance through the Embassy of Italy in Abuja. email ABUJA.SEGRETERIA@ESTERI.IT
TELEPHONE +234(0)2073122200
2. There is a personal data protection manager at the Italian Ministry of Foreign Affairs. In the event of queries or complaints, this person can be contacted at Ministero degli Affari Esteri e della Cooperazione Internazionale, Piazzale della Farnesina 1, 00135 Rome, tel. +39 06 36911 (switchboard), email: rpdp@esteri.it; certified email: rpdp@cert.esteri.it.
3. The personal data requested are required for the selection of the economic operator to whom the contract will be awarded and for any contractual procedures that may follow.
4. It is obligatory under Italian regulations to provide the data, and refusal to provide them will entail the exclusion of the candidate from the selection procedure and any contractual procedures that may follow.
5. Specially appointed staff members will process the data manually or automatically.
6. The data will be transmitted to the internal and external supervisory bodies of the Italian Ministry of Foreign Affairs. In signing this Annex, you also give your consent for the data to be verified with the local competent authorities and for the essential details of the final contract to be published on the Embassy's website, in accordance with Italian regulations on transparency in public tenders.
7. The data will be held for a maximum of five years from the time when the contractual relationship ends due to completion of the work or for any other reason, including termination for breach of contract. This term is suspended, however, in the event of legal proceedings.
8. You may request access to your personal data, and rectification if necessary, by submitting a request to the Embassy of Italy (contact details in point 1 above). You must also notify the personal data protection manager at the Ministry of Foreign Affairs that this request has been made (contact details in point 2).
9. If you believe that your rights have been violated, you may file a complaint with the personal data protection manager at the Ministry of Foreign Affairs (contact details in point 2). Alternatively, you may apply to the Italian data protection authority (Piazza di Monte Citorio 121, 00186 Rome, tel. +39 06 696771 (switchboard), email: garante@gpdp.it, certified email: protocollo@pec.gpdp.it or to the judicial authorities.

{Place, date}

I confirm that I have read and accept the information in this document

Signature