



**CONSULATE GENERAL OF ITALY
HONG KONG**

CALL FOR EXPRESSION OF INTEREST

MARKET INVESTIGATION TO IDENTIFY THE ECONOMIC OPERATORS TO BE INVITED TO THE PROCEDURE FOR THE DIRECT AWARDING – UNDER THE SECOND PARAGRAPH, SUB. A, OF ART. 36 OF ITALIAN LEGISLATIVE DECREE No. 50/2016 – OF THE TECHNICAL SUPPORT POST TO THE OFFICIAL RESPONSIBLE (R.U.P.) OF THE PROCEDURES FOR AWARDING THE DESIGN SERVICE AND THE EXECUTION OF THE EXTRAORDINARY MAINTENANCE WORK IN THE PREMISES OF THE CONSULATE GENERAL OF ITALY IN HONG KONG – CIG Z0C2928908.

Object of the contract

The Consulate General of Italy in Hong Kong has issued the present market investigation for the exclusive purpose to receive statement of interest in order to facilitate the participation of a greater number of economic operators for the technical support post to the Official Responsible (R.U.P.), for the necessary activities for the preparation of technical and non-technical documentation concerning the procedures for awarding the design service and the execution of the extraordinary maintenance work in the premises of the Consulate General. The Consulate General reserves the right to identify the eligible economic operators to whom send the request of quote.

Contract amount

Maximum contract amount: HKD 21.900,00

Purpose

This market investigation is aimed to the economic operators that meet the requirements and that have the expertise, and the technical and management resources to enter such agreement.

This market investigation is aimed to start a constructive dialogue with all interested parties and identify the economic operators to be invited to the procedure. At this stage, statements of interest submitted with the requested data will not be considered as binding for the Consulate General. The Economic operators that submit statements of interests will not gain preferred placement position in the decision-making process of the Consulate General.



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The Consulate General also reserves the right not to proceed with the invitation to tender related to this notice or to suspend, modify or cancel it.

Specification of the Service

Technical support post to the Procedure Manager, with the following duties:

- Assistance in the preliminary phase: drafting of technical and non-technical documentation relating to the awarding of the design service and the execution of the work;
- Assistance in liaising with the Landlord and building Manager of the Consulate General premises over technical issues regarding extraordinary maintenance work;
- Support in the evaluation, verification and validation of technical and contractual proposals received from third parties regarding the awarding of the design service and for the execution of extraordinary maintenance work;
- Assistance in drafting documents concerning the procedure, including, but not limited to, invitations to quote, draft contracts, etc.
- Assistance in providing clarification in response to the requests from third party economic operators;
- Assistance in the selection phase and assistance to the members of the Selection Committee;
- Attending any meetings deemed useful and/or necessary for the successful outcome of the procedure

Eligible to participate are the architecture and engineering service providers: self-employed professionals, professional associations, professional companies.



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Requirements

The economic operator must fulfil the following conditions in order to be admitted to the award procedure.

Absence of the following exclusion grounds - in accordance with art. 80 of the Italian Legislative Decree n. 50/2016.

Grounds relating to criminal convictions

Any member of its administrative, management or supervisory body or has powers of representation, decision or control therein must have not been the subject of a conviction by final judgment for one of the reasons listed below:

- Participation in a criminal organization;
- Corruption;
- Fraud;
- Terrorist offences or offences linked to terrorist activities;
- Money laundering or terrorist financing;
- Child labor and other forms of trafficking in human beings.

Grounds relating to the payment of taxes or social security contributions

The economic operator must have met all its obligations relating to the payment of taxes or social security contributions.

Grounds relating to insolvency, conflicts of interests or professional misconduct

The economic operator:

- Shall not be in a status of bankruptcy, liquidation, closure of activities, or composition with creditors or in any analogous condition and that no proceedings leading to same are currently under way;
- Shall not has been declared insolvent by a Court in a determination other than a decision of bankruptcy that entails, in compliance with Hong Kong SAR legislation, the partial or total incapacitation to manage or dispose of assets;
- Shall not has been convicted by a court of any crimes against professional conduct or of financial crimes;



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- Shall not has been convicted of making false testaments in the drafting of required information for other solicitations and awards;
- Shall not has been in the past and are not presently in default with the conditions of another contract.

Suitability, economic and financial standing, technical and professional ability in accordance with art. 83 of the Italian Legislative Decree n. 50/2016.

- The economic operator must be in possession of an appropriate license and / or authorization to provide service in the architecture and/or engineering sectors in Hong Kong SAR;
- The economic operator must demonstrate to have appropriate experience in the in the business sector covered by this request for quotation;
- The economic operator must demonstrate to have an adequate insurance policy against professional risks;
- The economic operator must provide a list of major provisions of services similar to those being awarded, during the last 3 (three) years, showing dates, amounts and procures;

Procedure and Method of Adjudication

Direct award under the second paragraph, sub. A, of art. 36 of Italian Legislative Decree N. 50/2016.

The contract will be awarded to the most economically advantageous tender.

How to Submit a Statement of Interest

The statement of interest with the attached “Form A”, together with the required statements and declarations outlined above with the attached “ESPD Form”, must be received in a sealed envelope, by courier or other means, no later than 01.00 pm on August 2nd, 2019 at the following address: Consulate General of Italy in Hong Kong – Room 3201 – Central Plaza – 1, Harbour Road – Wan Chai – Hong Kong.



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On the envelope, please print: STATEMENT OF INTEREST FOR TECHNICAL SUPPORT POST TO THE OFFICIAL RESPONSIBLE.

The submission of the statement of interest (Form A) is a total and exclusive risk of the applicant and any liability of the Consulate General is excluded, where for any reason, the application does not arrive within the expected deadline at the destination address.

The statement of interest (Form A) and the ESPD form, under penalty of nullity, must be duly signed by who has the representative power of the economic operator, together with a copy of a valid identity document.

Official Responsible of the Procedure

The Official Responsible of the Procedure (R.U.P.), in accordance with the art. 31 of the Italian Legislative Decree n. 50/2016, is Mr Massimiliano Berardi.

Any question that arises concerning the procedure must be submitted in writing to the following e-mail address: amministrazione.hongkong@esteri.it.

Data Processing

According to the “General Data protection Regulation (EU) 2016/679, Art. 13, The processing of personal data is based on the principles of legitimacy, impartiality and transparency in order to protect the fundamental rights and freedoms of individuals.

The personal data are intended for the selection of an economic operator for the purposes stated in the relevant notice and/or in the procurement documentation.

The submission of information and personal data is a requirement imposed by the Italian legislation. Any refusal to provide the requested information and data shall result in the exclusion from the selection procedure or from the procurement assignment.

Hong Kong,

15 JUL 2019



The Procedure Manager – R.U.P.
Massimiliano Berardi