



Prot. No. AICS-OUT-899-2018-11-26

PROJECT: "MONITORING AND VISIBILITY OF COOPERATION INITIATIVES IN  
MYANMAR – AID 10493"  
CIG No.Z5B25CF5F5

**SUPPLY CONTRACT**

(Hereinafter referred to as "**the Contract**")

between

**The Italian Agency for Development Cooperation - Yangon Office**

(Hereinafter referred to as "**Contracting Authority**")

Represented by the Director Maurizio Di Calisto,

41-7B, Inya Myaing, Shwe Taung Gone, Bahan Township, Yangon

and

**Operation Bridge Co. Ltd**

(Hereinafter referred to as "**the Supplier**")

Represented by Nanda Maw Lin,

No. 212(A), 4<sup>th</sup> floor, Upper 35<sup>th</sup> street, Kyauktada township, Yangon, Myanmar

(Hereinafter referred to as individually, the "**Party**" and collectively, as the "**Parties**")

**WHEREAS**

That with Decree n. 155 dated November 2, 2015, the Director General of the Italian Agency for Development Cooperation (hereinafter referred to as "AICS") allocated funds for the Project "Monitoring and Visibility of Cooperation Initiatives in Myanmar - AID 10493" (hereinafter referred to as the "Project");

NML



ITALIAN AGENCY  
FOR DEVELOPMENT  
COOPERATION

YANGON Office



That the last version of the Project's General Operational Plan - approved by the Italian Agency for Development Cooperation on 9 November 2017 (AICS Roma n. 14117), as budget line cod 5. "Production of information and advertising materials" such as gadget and merchandising;

That with the Decree No. AICSY-OUT-486-2018-07-03 the Director of AICS Yangon Office published a Notice for the creation of an Economic Operators Register for the procurement of goods, services and works towards the implementation of development cooperation projects financed by AICS Yangon;

That the AICS Yangon Office - as Contracting Authority - on October 15<sup>th</sup>, 2018 sent a request for quotation for the production of n. 15 items - in 50-200 units each - as merchandising materials, to the 5 (five) Vendors officially registered as Economic Operators for the provision of communication products and materials;

That the Company Operation Bridge Co. Ltd – being one of the five Vendors registered - presented the best offer according to the technical and financial requirements specified in the Annex A to this Contract for the execution of the Supply indicated under the same document;

That the offer submitted on October 29<sup>th</sup>, 2018 by the Operation Bridge Co. Ltd was considered adequate and in line with the needs of the Project AID 10493;

That the Contracting Authority hence intends to engage the services of the above-mentioned Organization on the terms and conditions hereinafter set forth;

That the Company Operation Bridge Co. Ltd is ready and willing to accept this Supply Contract with the Contracting Authority on the below terms and conditions

## THE PARTIES AGREE AS FOLLOWS

### ART. 1 – SCOPE OF THE CONTRACT

In the framework of the Project "Monitoring and visibility of cooperation initiatives in Myanmar - AID 10493", the Contracting Authority awards to the Supplier, who hereby accepts, the execution and the completion of the Supply Contract for the development and production of no.15 items, in 50-200 units each (hereinafter referred to as the "Supply"), as merchandising material to increase

NML

MYANMAR – YANGON Office

41-7b Inya Myaing, Shwe Taung Gone Bahan Township, Yangon

Tel. (+95.1) 538730, 538732 E-mail: yangon@aics.gov.it

www.aicsyangon.org



the visibility of projects and activities carried out by the Italian Agency for Development Cooperation in Myanmar.

The scope of this Contract is thus to increase visibility and make information available to the public about the AICS Yangon office's activities in line with the budget line cod. 5 "Production of informative material and advertising" of the above-mentioned Project AID. The assignment includes concept design, concept development and production, covering the whole range of activities towards (and including) the delivery of final products.

The following Annexes are an integral part of the present Contract:

- Annex A - Services, Tasks and Technical Requirements;
- Annex B - Economic offer;
- Annex C - AICS logo and other graphic references.

The Annex A cannot be amended without prior written approval of the Contracting Authority.

In connection with the performance of its Supply under this Contract, the Supplier shall neither seek nor accept instructions from any authority external to the Contracting Authority.

## **ART. 2 – ACTIVITIES CARRIED OUT BY THE SUPPLIER**

The activities carried out by the Supplier are described in Annex A, where related quantities and maximum costs are also specified.

The working days and hours of the Supplier's personnel shall respect the Myanmar laws, regulations and customs and the requirements of the Supply.

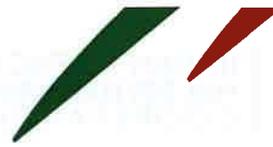
While executing the Contract, the Supplier will interact with the Contracting Authority providing regular updates, when needed, to the Program Officer delegated by the Director of the Italian Agency for Development Cooperation - Yangon Office for supervising the execution of the Contract.

The Supplier is requested to take care of concept design, concept development, production and delivery of n.15 items in 50-200 units each as merchandising materials. Based on the tasks listed in the above-mentioned Annex A, the Supplier is expected to work along with its personnel according to the following Terms of Reference (ToR):

NML

**MYANMAR – YANGON Office**

41-7b Inya Myaing, Shwe Taung Gone Bahan Township, Yangon  
Tel. (+95.1) 538730, 538732 E-mail: yangon@aics.gov.it  
[www.aicsyangon.org](http://www.aicsyangon.org)



- A. Preliminary meeting/s with the Program Officer – Communication, the AICS Yangon team for brainstorming on project assignment;
- B. Concept design: The Supplier develops and submits an ad hoc proposal for each item, presenting options on product design, materials and colors. Each item requires an ad hoc design project integrating the AICS Yangon logos and a text, whenever the latter is provided;
- C. Review and adjustments according to the Contracting Authority's feedback and needs;
- D. Upon the Contracting Authority approval, production of at least 1 sample/prototype for each item, to submit to AICS Yangon for further corrections and final approval before full production;
- E. Upon Contracting Authority approval, full production of a number between 50-200 units per item, as defined on Art. 4 "Items Reference and Technical Specifics";
- F. Delivery of products to the AICS Yangon Office;
- G. More units of each item can be ordered at any time in the future with an additional contract, with the Supplier responsible for providing the same design, colors and materials defined in the first production cycle and with the final approval from the Contracting Authority.

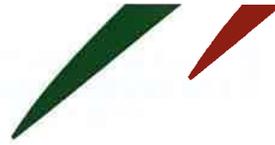
### ART. 3 – CONTRACT AMOUNT

The Supplier undertakes to execute and to complete the actions indicated in the Annex A, according to the timing and modalities agreed upon and in full compliance with the provisions of the present Contract at the total price of 17,939,703.60 Myanmar Kyats (seventeen million and nine hundred thirty-nine thousands, seven hundred-three Myanmar Kyats), as indicated in the Annex B – Economic Offer.

The Contract amount is fixed and includes all the activities, consultancies, personnel, vehicles, flights, equipment and supplies, travelling and/or any other charge, even if not specifically mentioned in this Contract, which is necessary to complete all the actions foreseen for the Contract, both in terms of quality and quantity.

The Supplier, by submitting his/her Offer, declares that all the general, particular and local circumstances and that any factor that could affect or influence both the material cost for the Supply provision, for the required results and deliverables as well as the cost for the human resources, consultancies, expertise and transport charges, or any duties connected to the Supply execution have been duly considered.

NML



Furthermore, he/she declares to have considered, in defining his/her offer, the possible increases due to the rise of prices during the execution of the Supply, and to renounce any claim in this regard.

The Supplier is solely responsible for the payment of service, tax, insurance and all other taxes and government dues as may be applicable. In no case the Contracting Authority will be responsible to pay taxes for this Contract.

#### **ART. 4 - TERMS OF PAYMENT**

Payments will be made by the Contracting Authority through bank transfer to the account number specified by the Supplier and will be executed by tranches as detailed in Annex A.

The payments will be therefore carried out with instalments according to the following rationale:

- 1) 35% after product design is finalized and approved for all the 15 items;
- 2) 35% upon approval of the samples for all the 15 items;
- 3) 30% on project completion, meaning the provision of all the 15 items and the acceptance by the Contracting Authority.

These amounts will be reduced in the case that the Contracting Authority decides, incontestably, to suspend the Supply.

In that case, the Contracting Authority shall promptly notify the Supplier (with at least 15 days 'notice), the latter being entitled to receive only the amount related to the expenses incurred up to the time of suspension.

All the payments concerning the execution of the present Contract will be made upon presentation of an invoice for each instalment.

Each invoice shall be duly dated, stamped and signed by the Supplier.

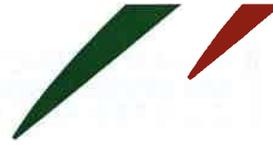
The above-mentioned instalments will be disbursed, upon reception and approval of the deliverables by the Contracting Authority as per Annex A.

All the invoices shall be expressed in Myanmar Kyat currency only.

All the above-mentioned documents shall be addressed to the Italian Agency for Development Cooperation (AICS) - Yangon Office – Project AID 10493- CIG.Z5B25CF5F5.

#### **ART. 5 - CONTRACT ENTRY INTO FORCE**

NML



The present contract will entry into force following its signature by both Parties. Following the countersignature of the contract a Notice to Commence will be sent by the Contracting Authority to the Supplier.

#### **ART. 6 - DURATION OF THE CONTRACT AND PENALTIES**

The duration of the Contract is 4 (four) months, starting from the signature of the Contract.

The duration of the Contract may be extended following a written and duly justified request presented by the Supplier to the Contracting Authority.

The Contracting Authority will evaluate the request and inform within 5 working days the Supplier whether an extension period could be granted.

Without prejudice to the application of other remedies laid down in the Contract, the Contracting Authority will retain the right to apply the following penalties in the observance of the fulfillment of the activities foreseen in the present Contract and whenever they will be only and exclusively ascribed to the responsibility of the Supplier.

If the Supplier fails to carry out the activities indicated in the present Contract and its Annexes within the lead time stipulated, the Contracting Authority shall, without prejudice to its other remedies under the Contract, deduct from the Contract price, as liquidated damages, a sum equivalent to 0.2% of Contract value for each day of delay until actual delivery, up to a maximum deduction of 10% of the Contract value.

#### **ART. 7 – LIABILITY**

The Contracting Authority accepts no liability for damage to persons or property related to the performance by the Supplier of the activities specified in this Contract.

The Supplier shall execute the Contract with due care, efficiency and diligence in accordance with the best professional practice and shall comply with any administrative orders given by the Contracting Authority

The Supplier shall supply, without delay, any information and documents to the Contracting Authority upon request, regarding the conditions in which the Contract is being executed.

NML



The Supplier shall respect and abide by all laws and regulations in force in the Beneficiary Country and shall ensure that its personnel, their dependents, and its local employees also respect and abide by all such laws and regulations.

The Supplier shall indemnify the Contracting Authority against any claims and proceedings arising from any infringement by the Supplier, its employees and their dependents of such laws and regulations.

To perform these tasks, the Supplier shall comply with all the legislation in force in the Country in the field of medical, insurance and safety measures.

The employment relationship between the Supplier and its staff employed by it to carry out the activities and any offspring from this litigation does not involve in any way the Contracting Authority.

The Supplier shall at all time act impartially and as a faithful adviser in accordance with the code of conduct of its profession as well as with appropriate discretion. It shall refrain from making any public statements concerning the Project or the Supply without the prior approval of the Contracting Authority. It shall not commit the Contracting Authority in any way whatsoever without its prior consent and shall make this obligation clear to the third parties.

The Supplier and its staff shall respect human rights and undertake not to offend the political, cultural and religious practices prevailing in the Country.

The Supplier shall fulfill its commitments with the fullest regard to the interests of the Contracting Authority.

The payments to the Supplier under the Contract shall constitute the only income or benefit it may derive in connection with the Contract. The Supplier and its staff must not exercise any activity or receive any advantage inconsistent with their obligations under the Contract.

The Supplier commits itself to provide suitable qualified personnel and adequate means necessary for the implementation and supervision of the activities agreed upon in this Contract. The Supplier's personnel shall not be considered in any respect as being the employees or agents of the Contracting Authority.

The Supplier is fully responsible for acts and contractual terms of its personnel according to the Myanmar law in force, including the relative fiscal dispositions. In no circumstances the Contracting Authority will be responsible for the local personnel involved in the implementation of activities.

## ART. 8 – CONTRACT TRANSFERABILITY

NML

MYANMAR – YANGON Office

41-7b Inya Myaing, Shwe Taung Gone Bahan Township, Yangon

Tel. (+95.1) 538730, 538732 E-mail: yangon@aics.gov.it

[www.aicsyangon.org](http://www.aicsyangon.org)



The Supplier is not allowed to transfer the Contract to a third Party.

#### **ART. 9 – INTELLECTUAL AND INDUSTRIAL PROPERTIES RIGHTS**

All reports, data and supporting records or materials acquired, compiled or prepared by the Supplier in the performance of the Contract shall be confidential and shall be the absolute property of the Contracting Authority.

The Supplier shall, upon completion of the Contract, deliver all such documents and data to the Contracting Authority.

The Supplier may retain copies of such documents and data but shall not use them for purposes unrelated to this Contract without the prior written consent of the Contracting Authority.

The Supplier shall not publish articles relating to the Supply or refer to them when carrying out any service for others, or divulge information obtained from the Contracting Authority, without its prior written consent.

Any results or rights thereon, including copyright and other intellectual or industrial property rights, obtained in performance of the Contract, shall be the absolute property of the Contracting Authority, which may use, publish, assign or transfer them as it sees fit, without geographical or other limitation, except where intellectual or industrial property rights already exist.

#### **ART. 10 – VISIBILITY**

The Supplier is committed to ensuring that all materials produced and distributed, will bear the AICS logo in a visible position and of an appropriate size.

The Supplier is committed to working with the Contracting Authority, through regular contacts, to ensure full visibility of AICS Yangon and the Government of Italy with the Central and Local Institutions, as well as with International Agencies and the Donors community.

#### **ART. 11 – SUPERVISION**

The Contracting Authority may carry out at any time and if deemed necessary, technical and/or administrative verifications of the activities entrusted to the Supplier.

NML



Any employee of the Supplier involved in the Project under this Contract, who is, in the Contracting Authority's reasonable opinion, incompetent or in any other way unacceptable, will be promptly replaced, by acceptable employee at no cost for the Contracting Authority.

The Contract may be suspended in order to verify whether presumed substantial errors or irregularities or fraud occurred during the award procedure or the performance of the Contract. If these are not confirmed, performance of the Contract shall resume as soon as possible.

During the period of suspension, the Supplier shall take such protective measures as may be necessary.

#### **ART. 12 - TERMINATION BY THE CONTRACTING AUTHORITY**

The Contracting Authority may, at any time, terminate this Contract should the mandate or the funding of the Project be curtailed or terminated, in case of interruption for reason of Force Majeure (following Art. 16), upon the payment to the Supplier of the executed activities satisfactorily performed before the notification of such termination, plus the 10% of the value of the non-executed activities shall be reimbursed by the Contracting Authority, as per Art. 109 of D.Lgs. 50/2016.

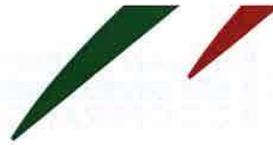
The Contracting Authority may, after giving seven days' notice to the Supplier, terminate the Contract in any of the following cases where:

- a) The Supplier is in serious breach of Contract for failure to perform its contractual obligations;
- b) If the Contracting Authority determines that the Supplier or any of its employee or dependent has engaged in corrupt, fraudulent, collusive, coercive or obstructive practices, in competing for or in executing the Contract, then the Contracting Authority may terminate the Contract, after giving fourteen (14) days' notice to the Supplier;
- c) The Supplier fails to comply within a reasonable time with the notice given by the Contracting Authority's representative requiring it to make good the neglect or failure to perform its obligations under the Contract which seriously affects the proper and timely performance of the Supply;
- d) The Supplier refuses or neglects to carry out any administrative orders given by the Contracting Authority within the Contract obligations as described in Annex A and B;

NML

MYANMAR – YANGON Office

41-7b Inya Myaing, Shwe Taung Gone Bahan Township, Yangon  
Tel. (+95.1) 538730, 538732 E-mail: yangon@aics.gov.it  
[www.aicsyangon.org](http://www.aicsyangon.org)



- e) The Supplier assigns the Contract or sub-contracts without written authorization from the Contracting Authority;
- f) Any organizational modification occurs involving a change in the legal personality, nature or control of the Supplier, including any mergers, demergers or any other corporate modification of sale of assets, unless the Contracting Authority has given the prior consent in writing to such modification and thereafter such modification is recorded in an Addendum to the Contract;
- g) Any legal disability hindering performance of the Contract occurs;
- h) The Supplier fails to perform its obligation in accordance with Article 2;

Termination shall be without prejudice to any other rights or powers under the Contract of the Contracting Authority and the Supplier. Upon termination of the Contract or when it has received notice thereof, the Supplier shall take immediate steps to bring the Supply to a close in a prompt and orderly manner and to reduce expenditure to a minimum.

The Contracting Authority shall, as soon as possible after termination, certify the value of the executed Supply and the sums due to the service as at the date of termination.

#### **ART. 13 – TERMINATION BY THE SUPPLIER**

The Supplier, after giving 14 days of notice to the Contracting Authority, terminate the Contract if the Contracting Authority:

- a) Consistently fails to meet its obligations after repeated reminders; or
- b) Suspends the progress of the Supply or any part thereof for more than 90 days for reasons not specified in the Contract, or not attributable to the Supplier breach or default.

#### **ART. 14 - FORCE MAJEURE**

Neither party shall be considered to be in default or in breach of its obligations under the Contract if the performance of such obligations is prevented by any circumstances of force majeure which arise after the date when the Contract becomes effective.

NML

MYANMAR – YANGON Office

41-7b Inya Myaing, Shwe Taung Gone Bahan Township, Yangon  
Tel. (+95.1) 538730, 538732 E-mail: yangon@aics.gov.it  
[www.aicsyangon.org](http://www.aicsyangon.org)



The term Force Majeure, as used herein, covers any unforeseeable events, not within the control of either Party and which by the exercise of due diligence neither party is able to overcome such as acts of God, strikes, lock-outs or other industrial disturbances, acts of the public enemy, wars whether declared or not, blockades, insurrection, riots, epidemics, landslides, earthquakes, storms, lightning, floods, washouts, civil disturbances, explosions.

A decision of the Italian Government/ the Italian Agency for Development Cooperation to suspend the Cooperation activities with the Beneficiary Country is considered to be a case of force majeure when it implies suspension of funding the Contract.

If either Party considers that any circumstances of force majeure have occurred which may affect the performance of its obligations, it shall promptly notify the other Party giving details of the nature, the probable duration and the likely effect of the circumstances.

#### **ART. 15 – CONFLICT OF INTEREST**

The Supplier shall take all necessary measures to prevent or end any situation that could compromise the impartial and objective performance of the Contract.

Such conflict of interests could arise in particular as a result of economic interest, political or national affinity, family or emotional ties, or any other relevant connection or shared interest.

Any conflict of interests which may arise during performance of the Contract shall be notified to the Contracting Authority without delay.

In the event of such conflict, the Supplier shall immediately take all necessary steps to resolve it.

The Contracting Authority reserves the right to verify that such measures are adequate and may require additional measures to be taken if necessary. The Supplier shall ensure that its staff, including its management, is not placed in a situation which could give rise to conflict of interests. Without prejudice to its obligations under the Contract, the Supplier shall replace, immediately and without compensation from the Contracting Authority, any member of its staff exposed to such a situation.

#### **ART. 16 – DATA PROTECTION**

NML



The Supplier undertakes to adopt technical and organizational security measures to address the risks inherent in processing and in the nature of the personal data concerned in order to:

- a) prevent any unauthorized person from having access to computer systems processing personal data, and especially:
- b) unauthorized reading, copying, alteration or removal of storage media;
- c) unauthorized data input, unauthorized disclosure, alteration or erasure of stored personal data;
- d) unauthorized persons from using data- processing systems by means of data transmission facilities;
- e) ensure that authorized users of a data- processing system can access only the personal data to which their access right refers.

#### ART. 17 - SETTLEMENT OF DISPUTES

The Parties shall make every effort to settle amicably any dispute, even technical, that may arise regarding the interpretation or execution of this Contract, during the progress of the activities or after its termination.

Once a dispute has arisen, a Party shall notify the other Party of the dispute, stating its position on the dispute and any solution which it envisages, and requesting an amicable settlement. The other Party shall respond to this request for amicable settlement within 30 days, stating its position on the dispute.

In the absence of an amicable settlement, a Party may notify the other Party requesting a settlement through conciliation by a third person.

If the amicable settlement procedure and, if so requested, the conciliation procedure fails, each party may refer the dispute to either the decision of the Italian jurisdiction or arbitration.

This doesn't mean, however, that the Contracting Authority surrenders jurisdictional immunities and entitlements enjoyed by Diplomatic and Consular missions.

#### ART. 18 – OFFICIAL COMMUNICATIONS

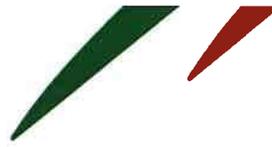
NML

MYANMAR – YANGON Office

41-7b Inya Myaing, Shwe Taung Gone Bahan Township, Yangon

Tel. (+95.1) 538730, 538732 E-mail: yangon@aics.gov.it

[www.aicsyangon.org](http://www.aicsyangon.org)



Any official communication from the Supplier concerning this Contract shall be written in English and shall be sent by email to: [aics.info@aicsyangon.org](mailto:aics.info@aicsyangon.org)  
And/or addressed to: Italian Agency for Development Cooperation – Yangon Office,  
41-7B, Inya Myaing, Shwe Taung Gone, Bahan Township, Yangon, Myanmar.

#### ART. 19 - FINAL PROVISIONS

The Parties of this Contract declare to have read this Contract, including its Annexes, and that they agree with the same in all its parts and accept it fully.

The provisions of this Contract may be amended only by a formal Act signed by both Parties: Addendum.

Any amendment or technical modification about activities to be carried out or the duration of the Contract, preferably not implying additional costs or modifying the total amount of the Contract, must be in writing and recorded in an Addendum to the Contract, only after the prior consent of the Contracting Authority.

In witness whereof, the Parties hereto have signed the Contract.

Yangon, 26/11/2018

FOR

Operation Bridge Co. Ltd

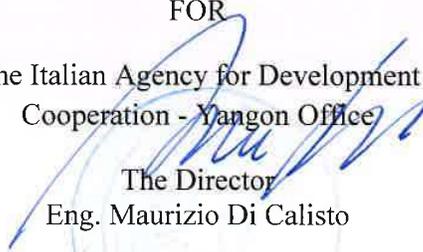
The Representative  
Nanda Maw Lin

  
**OPERATION  
BRIDGE**  
NANDA MAW LIN  
Managing Director

FOR

The Italian Agency for Development  
Cooperation - Yangon Office

The Director  
Eng. Maurizio Di Calisto


MYANMAR – YANGON Office

41-7b Inya Myaing, Shwe Taung Gone Bahan Township, Yangon  
Tel. (+95.1) 538730, 538732 E-mail: [yangon@aics.gov.it](mailto:yangon@aics.gov.it)  
[www.aicsyangon.org](http://www.aicsyangon.org)





Project AID 10493.02.2

“Visibility and Monitoring of Cooperation Initiatives in Myanmar”

## ANNEX A SERVICE, TASKS, TECHNICAL REQUIREMENTS

### 1. BACKGROUND

The Italian Agency of Development Cooperation (AICS) is the operative platform of the Italian cooperation system, and it is called to perform the elaboration, development, financing, management and control of international cooperation initiatives. Our Office in Yangon pursues growth and development in Myanmar by supporting governance, social inclusion, rural development, towards poverty reduction and democracy.

### 2. PROJECT OBJECTIVE

Operating under the project AID 10493.02.2 “Monitoring and visibility of cooperation initiatives in Myanmar”, the AICS Office in Yangon aims to develop and produce n.15 items in 50-200 units each, as merchandising materials.

The purpose of this project is to increase visibility and information about the AICS Yangon, according to budget line cod. 5 “Production of informative material and advertising”.

The assignment includes **concept design, concept development and production**, covering the whole range of activities towards (and including) the delivery of final products.

NML



ITALIAN AGENCY  
FOR DEVELOPMENT  
COOPERATION

YANGON Office



### 3. TERMS OF REFERENCE

The Economic Operator is requested to take care of **concept design, concept development, production and delivery** of n.15 items in 50-200 units each as merchandising materials. Contractual activities will include:

- A. Preliminary meeting/s with the Communication Officer / the AICSY team for brainstorming on project assignment;
- B. Concept design: the Economic Operator develops and submits an ad hoc proposal for each item, presenting options on product design, materials and colours. Each item requires an ad hoc design project integrating the AICSY logos and a text, whenever the latter is provided;
- C. Review and adjustments according to AICSY's feedback and needs;
- D. Upon AICSY approval, production of at least 1 sample/prototype for each item, to submit to AICS Yangon for further corrections and final approval before full production;
- E. Upon AICSY approval, full production of a number between 50-200 units per item, as defined on Art. 4 "Items Reference and Technical Specifics";
- F. Delivery of products to the AICSY Office;
- G. More units of each item can be ordered at any time in the future with an additional contract, with the EO responsible for providing the same design, colours and materials defined in the first production cycle.

Useful information:

Target audience: general public, institutions, CSO, direct beneficiaries.

Distribution channels: AICSY events, conferences, site visits, meetings with partners, institutions and others.

### 4. CONTRACTUAL MECHANISM AND TIMEFRAME

The Economic Operator will be contracted through a service contract. The economic offer cannot exceed 18.000.000 Myanmar Kyats. Please note that the due amount can be paid in Myanmar Kyats only.

The value of the contract has to include all the activities and deliverables listed in par. 3. TERMS OF REFERENCE.

*MJ*

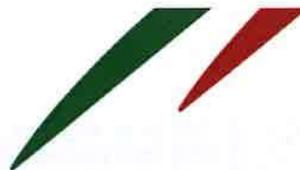
NML

MYANMAR – YANGON Office

41-7b Inya Myaing, Shwe Taung Gone Bahan Township, Yangon

Tel. (+95.1) 538730, 538732 E-mail: yangon@aics.gov.it

[www.aicsyangon.org](http://www.aicsyangon.org)



The contract will be awarded applying the Least Cost Solution (LCS) method.  
The due amount will be paid in three instalments: 35% after project design is finalized and approved, 35% upon approval of the sample; 30% on project completion.  
The deadline for Project completion is 4 months from signing the contract.

## 5. ITEMS REFERENCE AND TECHNICAL SPECIFICS

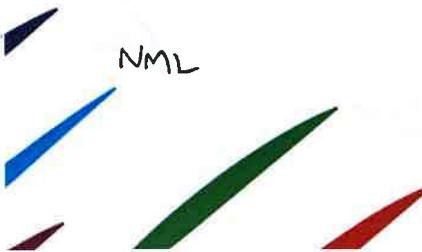
ITEM	EXAMPLES		TECHNICAL REQUIREMENTS
ITEM 1 POLO SHIRT			<p>Fabric: 100% Cotton Print: with embroidery logos 2 Colors: white; light gray</p> <p>No. 50 of shirts - female No. 50 of shirts - male</p> <p>FEMALE</p> <p>Small - 15 Medium - 20 Large - 10 XL - 5</p> <p>MALE</p> <p>Kid - 10 Small - 5 Medium - 15 Large - 15 XL - 5</p>

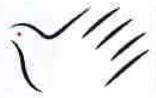
NML



<p>ITEM 2 KEYCHAIN FLASHLIGHT</p>			<p>Body colour: white Print: Logo Lightbulb colour: white Size: should be handy, fitting in keychains Storage: 8GB Others: with silver clip How many pieces: 50</p>
<p>ITEM 3 UMBRELLA</p>		<p>Size: 23 inch * 8 panels Fabric: Pongee Frame: Fibreglass Shaft: Metal Handle: wood or plastic Opening: auto open Type: mini Colour: Light gray or white Print: Outside - Logo with tagline; inside different color How many pieces: 50</p>	
<p>ITEM 4 MUG</p>		<p>Print: Logo Colors: multi-color AICSY pattern Size: Regular americano-coffee mug How many pieces: 70</p>	
<p>ITEM 5 TOTE BAG</p>		<p>Fabric: Natural fiber/canvas (eco-friendly) Tote bag colors: Desert sand color Handle color: all Print: with logo and Tagline Size: must fit folders How many pieces: 100</p>	

NML





ITALIAN AGENCY  
FOR DEVELOPMENT  
COOPERATION

YANGON Office



<p>ITEM 6 GILET</p>		<p>Fabric: waterproof Color: dark blue Pockets: front pockets Print: logo at the back printed or embroidered Others: with zipper How many pieces: 100</p> <p>Small - 20 Medium - 30 Large - 30 XL - 20</p>
<p>ITEM 7 SWEATER</p>		<p>Fabric: cloth 2 Colors: white; light gray Pockets: 2 front pockets Print: logo embroidered Others: with zipper</p> <p>No. 50 - female No. 50 - male</p> <p>FEMALE</p> <p>Small - 15 Medium - 20 Large - 10 XL - 5</p> <p>MALE</p> <p>Kid - 10 Small - 5 Medium - 15 Large - 15 XL - 5</p>

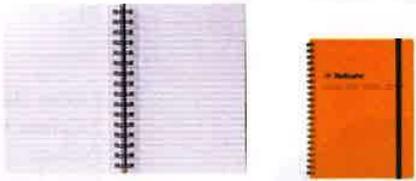
NML

MYANMAR – YANGON Office

41-7b Inya Myaing, Shwe Taung Gone Bahan Township, Yangon  
Tel. (+95.1) 538730, 538732 E-mail: yangon@aics.gov.it

[www.aicsyangon.org](http://www.aicsyangon.org)



<p>ITEM 8 WATERPROOF HAT</p>		<p>Fabric: waterproof Color: dark blue Print: printed or embroidered logo Others: with flex fit elastic band Sizes: small-medium How many pieces: 50</p>
<p>ITEM 9 NOTEBOOK</p>		<p>Type of binding: spring Type if paper: preferably ecofriendly Size: Standard size Inside: with lines Print: logo with tagline Others: must have a thin band to lock the notebook How many pieces: 100</p>
<p>ITEM 10 BACKPACK</p>		<p>Fabric: must be waterproof Colors: light grey and/or dark blue and/or a mix of them Pockets: water bottle, laptop padding, other small things such as pens, charger Print: logo printed or embroidered Others: zipper Size/capacity: 10-12 liters How many pieces: 70</p>
<p>ITEM 11 POUCH</p>		<p>Fabric: must be waterproof Colors: light gray and/or dark blue Pockets: water bottle, laptop padding, other small things such as pens, charger Print: logo printed or embroidered</p>



		Others: zipper How many pieces: 70
ITEM 12 BROOCH 2 models (AICSY + ITA FLAG)		2 models: AICSY + ITA FLAG Material: rust-proof, silver color, light steel How many pieces: 200 Print 1: 100 (with AICSY logo) Print 2: 100 (with Italian flag + Myanmar flag)
ITEM 13 STICKERS		Material: transparent glossy / Matte with white background Sizes: 2"x3.5" round/square How many pieces: 200
ITEM 14 ENVELOPES		Material: white matte Size: A4 (Commercial Flap + Side Seam + Catalog or Open End) How many pieces: 150
ITEM 15 HAT		Fabric: cloth or waterproof Color: dark blue Print: embroidered logo How many pieces: 100 Others: snap closure / metal  SIZES:  Kid - 40 Adult - 60

NML

*Kuc*





Project AID 10493.02.2

“Visibility and Monitoring of Cooperation Initiatives in Myanmar”

**ANNEX B  
ECONOMIC OFFER FORM**

Please fill in the table with the relevant information, considering that the pricing must be comprehensive of all relevant taxes and government dues as may be applicable. In no case the Italian Agency for Development Cooperation – Yangon Office will be responsible to pay taxes for this service.

The prices given in Myanmar Kyats in the table below cannot be modified during the duration of the contract.

ITEM N.	Price per unit in Myanmar Kyats	N. of units requested	Total price in Myanmar Kyats
1. POLO-SHIRT	12,939.95	100	1,293,995.21
2. KEYCHAIN FLASHLIGHT	24,190.67	50	1,209,533.60
3. UMBRELLA	22,393.55	50	1,119,677.60
4. MUG	8,701.21	70	609,084.64
5. TOTE BAG	12,921.23	100	1,292,123.21
6. GILET	31,004.75	100	3,100,475.21
7. SWEATER	23,984.75	100	2,398,475.21

NML



ITALIAN AGENCY  
FOR DEVELOPMENT  
COOPERATION

YANGON Office



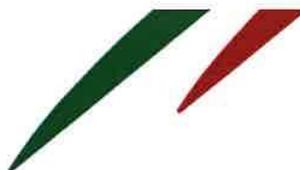
8. WATERPROOF HAT	13,932.11	50	696,605.60
9. NOTEBOOK	7,417.55	100	741,755.21
10. BACKPACK	26,110.81	70	1,827,756.64
11. POUCH	16,322.92	70	1,142,604.64
12. BROOCH 2 mod.	4,656.35	200	931,270.41
13. STICKERS	2,119.79	200	423,958.41
14. ENVELOPES	2,787.47	150	418,120.81
15. HAT	7,342.67	100	734,267.21
		1510	17,939,703.6

**Bank Details of the Provider**

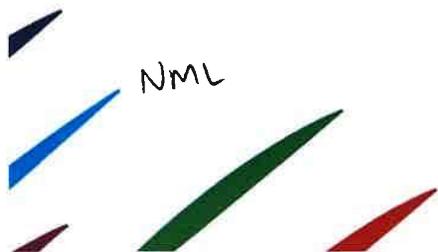


*Handwritten signature or initials in blue ink.*

NML



<b>Name</b>	Nanda Maw Lin
<b>Firm and Position</b>	Creative and Managing Director
<b>Signature</b>	
<b>Date</b>	29-Oct-2018



NML





Project AID 10493.02.2

“Visibility and Monitoring of Cooperation Initiatives in Myanmar”

## ANNEX C

### AICS LOGO AND OTHER GRAPHIC REFERENCES

**The Supplier will receive the AICSY logos and brand guidelines also in soft copy.**

#### **How to use the AICS Logo**

The AICS logo must be used in its entirety, without alteration or modification in reproduction. In particular, it is not possible to:

- separate the textual part from the emblem;
- distort or rotate the logo;
- use different color combinations;
- use a different font;
- alter the proportions of the logo and its graphic elements;
- add different text or modify the text inside the logo area;
- show only a part of the logo, covering it with other elements.

The logo is available in horizontal and vertical versions:



NML



