

CORRIGENDUM 2

Title of Procedure: " EVENT AND EXHIBITION ORGANISATION, MATERIALS AND SUPPORT SERVICES"

Procedure Reference: GSA/OP/22/20

(WFID: 265860)

1. Section 1.6 of the tender specifications is amended as follows (changes are marked in yellow):

Timetable	Date	Comments
Launch of procurement process - submission of contract notice for publication to the supplement of the Official Journal	26 July 2021	All documents of the Invitation to Tender available at: https://www.euspa.europa.eu/about/how-we-work/procurement
Deadline for requests of clarifications	7 October 2021 29 September 2021	Requests to be sent in writing only to: tenders@euspa.europa.eu
Last date on which clarifications are issued by EUSPA.	7 October 2021 4 October 2021 29 September 2021	All clarifications will be published at the EUSPA's procurement website: https://www.euspa.europa.eu/about/how-we-work/procurement Tenderers are invited to check EUSPA's procurement website on a regular basis.
Deadline for submission of tenders.	13 October 2021 8 October 2021 4 October 2021	According to conditions of submissions set out in section Error! Reference source not found.
Opening session and start of evaluation.	14 October 7 October 2021	11:00 in the EUSPA premises in Prague. See section Error! Reference source not found..
Completion of evaluation and award	November 2021	Estimated

Signature of framework contracts	November 2021	Estimated
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Table 1 – Procurement Schedule

2. Annex I.F / Sheet I.F-01 FWC Unit Prices is amended as follows:

- Section 2 “Event materials / Assembly and dismantling” is amended as follows (in yellow the changes):

2.02	Stand with carpet <20m2	m2
2.03	Stand with carpet >20m2	m2
2.04	Stand without carpet <20m2	m2
2.05	Stand without carpet >20m2	m2
2.06	Platform floor	m2

- Section 2 “Event materials / Transport of stand” is amended as follows (in yellow the changes):

2.07	<20m2 - return trip <3000 km	/km
2.08	<20m2 - return trip >3000 km	/km
2.09	>20m2 - return trip <3000 km	/km
2.10	>20m2 - return trip >3000 km	/km
2.11	Cleaning of stand	m2/day
2.12	Spotlight for panel	per event

- Section 2 “Event materials / furniture” is amended as follows (in yellow the changes):

2.13	reception desk	unit
2.14	chair	unit
2.15	table	unit
2.16	high stool	unit

2.17	high table	unit
2.18	cosy corner (1 table + 4 couches)	unit
2.19	publication display	unit
2.20	table fridge	unit
2.21	lockable cabinet	unit
2.22	Laptop with the following minimum: processor i3 (7th gen or higher), 4GB RAM, SSD 128GB or higher, HDMI outputs, 17" screen	unit
2.23	Screen 32"	unit
2.24	Screen 42"	unit
2.25	Headphones for interpretation	unit
2.26	Tie microphones	unit
2.27	Lectern	unit
2.28	Podium	m2
2.29	Teleprompter	unit

3. promotional items (as if the quantity requested was 100 and available with a printing of at least 2 colours)

3.01	mug	unit
3.02	notebook A5 (minimum 100 pages)	unit
3.03	pen luxe	unit
3.04	pen standard	unit
3.05	tee-shirt	unit
3.06	Shirt short sleeves	unit
3.07	Shirt long sleeves	
3.08	Bag for event	unit
3.09	usb key (16GB)	unit
3.10	Roll-out lanyards	unit
3.11	post-its	unit
3.12	mouse pads	unit

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