

ECONOMIC OFFER

OPEN CALL FOR TENDER FOR THE ASSIGNMENT OF SUPPLY OF STATIONERY AND OFFICE SUPPLIES, NECESSARY FOR THE FUNCTIONING OF THE EUROPEAN UNIVERSITY INSTITUTE, USING A DIGITAL PLATFORM TO DISPATCH ONLINE ORDERS

I, the undersigned _____
 born in _____ on _____,
 resident of _____ with fiscal code _____
 in the role of _____
 for the company/ TAC/ Consortium _____
 with registered office in _____
 and administrative office in _____

PRESENT THE FOLLOWING ECONOMIC OFFER:

(prices must be VAT exempt, since the Institute is exempt from payment of value added tax for services and purchases under the normal course of business for amounts exceeding €300.00 (pursuant to Article 72-paragraph 1-e, paragraph 2 of Presidential Decree 633 of 26/10/1972 and subsequent amendments)

Please note that the brands and the models indicated in the table below should be considered only as a reference to the quality standards requested for the products object of the present call for tenders, therefore candidates/tenderers are not bound to supply items belonging

PRODUCT DESCRIPTION	Brand and Model of reference	Unit of measure	Brand and Model offered	Unit price (VAT excluded)
DESKTOP STAPLER, 24/6 - 24/8	ZENITH Art.500	Single piece		
RAPID PLIER, 21/4	LEITZ Art..5547	Single piece		

PRODUCT DESCRIPTION	Brand and Model of reference	Unit of measure	Brand and Model offered	Unit price (VAT excluded)
METALLIC STAPLES, 21/4	JOLLY Art. MM6	1000 pieces package		
STAPLE REMOVER in nickel plated iron	LEBEZ UNIVERSALE	Single piece		
PAPER CLIPS N.4 - 32 mm	LEONE Art. FKV 4	100 pieces package		
DESK TAPE DISPENSER 19 mm/33m	LEBEZ Cod.72	Single piece		
TRASPARENT TAPE 15 mm/33m	SCOTCH Art. 5081533	Single piece		
GLUE STICK ml. 50	UHU - Pen D2606	Single piece		
RUBBER BAND 60/120 mm	Nikoffice Art. NIKO20	100 gr. package		
RUBBER BAND latex 120 mm	Nikoffice Art. NIKO14	100 gr. package		
HEAVY DUTY PAPER PUNCH 2 holes, 8 cm- 60 sheets	LEITZ Art 5180	Single piece		

PRODUCT DESCRIPTION	Brand and Model of reference	Unit of measure	Brand and Model offered	Unit price (VAT excluded)
PAPER PUNCH 2 holes, 8 cm - 25 sheets	LEITZ Art 5008	Single piece		
SCISSORS cm.18	SOENNECKEN EDELSTAHL	Single piece		
METAL PEN POT silver color	ALBA Art. NIK058	Single piece		
PLASTIC RULER 30 cm in transparent plastic	ARDA TECNOSCHOOL	Single piece		
LETTER TRAY EUROPOST in styrofoam Dim. (25,5x34,5x6,5)	ESSELTE Art. 1165	Single piece		
WASTE BIN silver color	ALBA Art. NIK0075	Single piece		
BLACK PENCIL HB-2	STAEDTLER Art. 120-2	Single piece		
BLACK PENCIL HB-2 + ERASER	STAEDTLER Art. 122-2	Single piece		
PENCIL SHARPENER 2 holes graphite	STAEDTLER Art. 512-20	Single piece		

PRODUCT DESCRIPTION	Brand and Model of reference	Unit of measure	Brand and Model offered	Unit price (VAT excluded)
PLASTIC ERASER	STAEDTLER Art. 526-50	Single piece		
BALLPOINT PEN transparent body and capped, color Blue, Black and Red	MAPED Green Ice	Single piece		
FIN POINT PEN needle 0,5 mm, color Blue, Black and Red	PILOT V Razor Point	Single piece		
FELT TIP PEN needle 0,5 mm, color Blue, Black and Red	Tratto PEN Art. 8000	Single piece		
PERMANENT MARKER no xylene, no toluene, Blue, Black and Red	PILOT V MARKER - MID F-L	Single piece		
HIGHLIGHTER chisel tip, color Yellow, Rose and Green water ink	STABILO BOSS	Single piece		
NOTEBOOK F.to A4 70 sheets - Plain, Squared, Lined	ARISTON Art. 233	Single piece		
COPYBOOK F.to A4 40 sheets - Squared, Lined	ARISTON Art. 231	Single piece		
COPYBOOK F.to A5 40 sheets - Squared, Lined	BLASETTI Art. 29Q	Single piece		

PRODUCT DESCRIPTION	Brand and Model of reference	Unit of measure	Brand and Model offered	Unit price (VAT excluded)
THREE-FLAPS FOLDER 24,3 x 34 Various Colours	KING MEC Art. 1420	Single piece		
TRANSPARENT L POCKET f.to A4 - Various Colours	LEITZ Art 4100	Single piece		
REPORT FOLDER WITH FILING CLIPS - TRANSPARENT COVER f.to A4 Various Colours	LEITZ Art 4191	Single piece		
TRANSPARENT POCKET DOCUMENT HOLDER in polypropylene f.to 22x30	FAVORIT 1725/15	Single piece		
RING BINDER 5 F.to A4	LEITZ Art. 1050	Single piece		
RING BINDER 8 F.to A4	LEITZ Art. 1080	Single piece		
LABELS FOR RING BINDER for H 4 cm ring binders	LEITZ Art. 1342	Single piece		
LABELS FOR RING BINDER for H 8 cm ring binders	LEITZ Art. 1342	Single piece		
ALPHABETIC INSERTABLE INDEX in polypropylene	ESSELTE Art. 100112	Single piece		

PRODUCT DESCRIPTION	Brand and Model of reference	Unit of measure	Brand and Model offered	Unit price (VAT excluded)
MAGAZINE FOLDER f.to A4	ESSELTE DELSOLINE F13	Single piece		
TIPP-EX Liquid Correction fluid	Pentel ZL63-W	Single piece		
POST-IT MM. 76 x 76 notes 654	3M Art. T654	Single piece		
POST-IT MM. 38 x 51 notes 653	3M Art. T653	Single piece		
POST IT MM. 76 X 127 notes 655	3M Art. T655	Single piece		
STRAIGHT CUT PLAIN ENVELOPE WITH STRIP CLOSURE F.to 11x23 - Gr.80	BLASETTI Art. 048	Single piece		
SECURITY TINT POSTAL BAG WITH STRIP CLOSURE F.to 23x33 plain	BLASETTI Cod. 563	Single piece		
MARKER SOLUBRE FOR WHITEBOARD no xylene, no toluene, Blue, Black, Red, Green ink - 3.5 - 5.5	VELLEDA Ref.1781	Single piece		
ERASER FOR WHITEBOARD in plastic and felt	PILO Art.BEM	Single piece		

PRODUCT DESCRIPTION	Brand and Model of reference	Unit of measure	Brand and Model offered	Unit price (VAT excluded)
PAPER ROLL FOR WHITEBOARD F.to 64x95 - 70 sheets	ACCO Art. 1632	Single piece		
RING FOLDER with binder F.to 34x25	BREFIOCART	Single piece		
REMOVABLE LABELS F.to 105x36mm (16 per sheet)	SOGARO Marking C501	100 pieces package		
PACKAGING TAPE F.to 50mm x 66m avana	SCOTCH Art. 305	Single piece		
STORAGE BOX - ART.1 F.to 40x30x26	DICART Art. MV1	Single piece		
STANDARD BATTERY 1,5 V Stilo Conf. 4 pezzi	DURACELL Art. 91	4 pieces package		
STANDARD BATTERY 1,5 V Mini Stilo Conf. 4 pezzi	DURACELL Art. 92	4 pieces package		
PIN / CLIP NAME BADGES f.to 5,4x9	LEBEZ 31090	Single piece		
MEMORY PANEL TAK 558 f.to 45x58 with 4 adhesive corners	3M Art.558	Single piece		

PRODUCT DESCRIPTION	Brand and Model of reference	Unit of measure	Brand and Model offered	Unit price (VAT excluded)
CUSTOMIZED PRODUCTS				
CONFERENCE DOCUMENT FOLDER F.to 23X32,5 made of transparent polypropylene with button closure and customized with institutional logo	Artisanal product	Single piece		

Place and date _____

Signature of the legal representative _____

Please find attached to this declaration a non-authenticated photocopy of a valid identity document belonging to the signatory.