

## FINANCIAL OFFER FORM

### Open call for tender for the supply and concession of the sales service of EUI (European University Institute) branded merchandising items

Ref: **OP/EUI/COMM/2023/001**

The undersigned \_\_\_\_\_ tax identification n. \_\_\_\_\_  
born in \_\_\_\_\_ on \_\_\_\_\_  
address \_\_\_\_\_  
email address \_\_\_\_\_ PEC (certified) email address \_\_\_\_\_

☐ representing the following legal person:

⇒ full official name:

⇒ official legal form:

⇒ full official address:

⇒ VAT registration number:

**submits the present financial offer for the items included in the following catalogue.  
The unit price offered for each item must be VAT excluded\* and it will refer to both the supply,  
by public procurement, of EUI branded merchandising items to EUI academic and**

*Signature of the legal representative of the economic operator:*



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**administrative units and the sales service, by concession, of EUI branded merchandising items to third parties. To the items to be sold under the sales service, the contractor shall add VAT, if due according to the legislation in force in the country where it is fiscally resident.**

*(\*= prices must be VAT exempt, since the EUI is exempt from payment of value added tax for services and purchases under the normal course of business for amounts exceeding €300.00 (for intra-EU purchases, pursuant Article 151 para 1 (b) and para 2 of Council Directive 2006/112/EC, as last amended by Council Directive 2009/162/UE and subsequent amendments; for purchases in Italy, pursuant to Article 72-paragraph 1-e, paragraph 2 of Presidential Decree 633 of 26/10/1972 and subsequent amendments)*




*Signature of the legal representative of the economic operator:*

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Ref.	Product's description	Product specifications	Mokup (for reference only)	U.M.	Quantity per Order	Unit price (VAT excluded)
P 1	MUG	<b>White mug</b> Material: Ceramic Colours: white Capacity: 350 ml Printing: 4-colour / thermal transfer		Piece (pz)	a) up to 50	€_____
					b) from 50 to 100	€_____
					c) from 100 to 250	€_____
					d) from 250 to 500	€_____
P 2	PEN	<b>Bamboo ballpoint pen with chrome finish</b> Material: bamboo, with chrome finish Colours: bamboo / metal Refill: blue Printing: 2 colours / pad printing		Piece (pz)	a) up to 50	€_____
					b) from 50 to 100	€_____
					c) from 100 to 250	€_____
					d) from 250 to 500	€_____




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P 3	SHOPPER	<p><b>Organic cotton shopper</b> Material: organic cotton 140 grams Colours: natural Printing: 2-colour screen printing</p>		Piece (pz)	a) up to 50	€ _____
P 4	LANYARD	<p><b>Polyester lanyard printed on both sides with metal snap hook</b> Material: polyester, with metal snap hook Colours: white base / chrome snap hook Printing: double-sided sublimation - 4 colours</p>		Pezzo (pz)	a) up to 50	€ _____
					b) from 50 to 100	€ _____
					c) from 100 to 250	€ _____
					d) from 250 to 500	€ _____
P 5	CAP	<p><b>Cotton cap with embroidery, pre-curved hard peak with piping and contrasting underbrim, adjustable Velcro fastener</b> Material: cotton Colours: blue with contrasting white underbrim and white embroidery Printing: 1-colour embroidery</p>		Piece (pz)	a) up to 50	€ _____
					b) from 50 to 100	€ _____
					c) from 100 to 250	€ _____
					d) from 250 to 500	€ _____



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P 6	MEMO SET	<p><b>Recycled paper memo set, biodegradable cover with seeds</b>  Material: recycled paper, with seed paper cover  Colours: natural  Inside: 2 pads of 25 and 50 sheets of recycled paper - 3 bundles of 25 coloured page marker tabs in recycled paper  Printing: pad printing - 1 colour</p>		Piece (pz)	a) up to 50 b) from 50 to 100 c) from 100 to 250 d) from 250 to 500	€ _____ € _____ € _____ € _____
P 7	T-SHIRT	<p><b>Crew-neck cotton T-shirt with front and back print</b>  Material: Cotton  Colours: white with 4-colour Customisation  Printing: 2-colour double-sided screen printing Benchmark: Fruit of the Loom</p>		Piece (pz)	a) up to 50 b) from 50 to 100 c) from 100 to 250 d) from 250 to 500	€ _____ € _____ € _____ € _____
P 8	HOODIE WITH POUCH POCKET	<p><b>Hoodie with pouch pocket</b>  Material: Cotton  Colours: blue with white Customisation  Features: lined hood with drawstring / pouch pocket  Printing: 1-colour double-sided screen printing</p>		Piece (pz)	a) up to 50 b) from 50 to 100 c) from 100 to 250 d) from 250 to 500	€ _____ € _____ € _____ € _____

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P 9	FOUNTAIN PEN	<b>Fountain pen with steel nib and chrome finish</b> Material: Brushed metal Colours: Black lacquered with steel nib Customisation: Laser engraving Benchmark: Parker IM Brushed Metal GT Fountain Pen (1931649)		Piece (pz)	a) up to 50	€ _____
					b) from 50 to 100	€ _____
					c) from 100 to 250	€ _____
					d) from 250 to 500	€ _____
P 10	A5 NOTEBOOK	<b>A5 notebook with leatherette hardcover and 192-page interior</b> Material: leatherette cover / inside: line paper Colours: Blue with yellow details Customisation: Logo embossing Benchmark: Moleskine (Classic Notebook, Hardcover, Sapphire Blue, lines)		Piece (pz)	a) up to 50	€ _____
					b) from 50 to 100	€ _____
					c) from 100 to 250	€ _____
					d) from 250 to 500	€ _____

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The tenderer must duly fill the table above including the price offered for each item, taking into consideration the different quantity ranges per requested order.

Please take note that the score available for the financial offer (P), 30 points, will be assigned as follows:

3 points for each of the 10 items included in the table above, that will be assigned taking into consideration the average price offered by each tenderer for each item from the catalogue. Such average price is the outcome of the following calculus: the sum of the price offered for each range of order requests indicated in table above divided by 4, namely the number of range of order requests for which a quotation is required:

$$\text{Example: Average price P1 offered} = \frac{(P1a+P1b+P1c+P1d)}{4}$$

After identifying the value of the average price offered by each tenderer for each item, the 3 points available for each of the 10 items included in the catalogue will be assigned according to the following formula that, as an example, refers to item P1 but will be applied in the same way to all the items from the catalogue (P2, P3, P4, etc.):

$\text{P1 = 3 points} \times \frac{\text{Best average price P1 offered}}{\text{Average price P1 offered}}$
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The final score to be assigned to the financial offer (P) submitted by each tenderer, max 30 points will be the sum of the following scores: P1+P2+P3+P4+P5+P6+P7+P8+P9+P10.

The other tenders shall be given scores (rounded to two decimal places, if necessary) proportional to the ratio between the best average price offered and the average price offered by each tenderer.

Date: \_\_/\_\_/2023

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