



Public notice for selection of sponsors for the Italian National Day and other promotional events of commercial and cultural character organized by the Embassy of Italy in Skopje in the financial year 2022

The Embassy of Italy in Skopje holds numerous cultural, promotional and informational events throughout the year to promote Italian language and culture.

The Embassy invites expressions of interest in sponsorship from public or private organizations who wish to promote their image during such events in 2022.

The purpose of the sponsorship is to provide an economic benefit to the Embassy while offering a platform for sponsors to publicize their business, logo, brand or product.

Definitions:

1 - The Embassy of Italy in Skopje, in the capacity of legal entity responsible for the procedure of sponsorship, will assume the role of Sponsee. The organization wishing to enter into a sponsorship contract with the Embassy will be known as the “sponsor”. Sponsors can be public or private bodies, companies or other subjects, who wish to promote their name, brand, activity, product, services or similar, through a collaboration with the Embassy.

2 - The relationship between the Embassy and the sponsor will be governed by a contract, which will comply with applicable legislation. “Sponsorship contract” refers to a bilateral contract in which the Embassy provides the sponsor with a platform during events to publicize the sponsor’s business name, logo, brand or product, in return for payment or provision of a good or service by the sponsor.

3 - “Sponsorship” refers to any unremunerated contribution in the form of money, goods, services, provisions or interventions made by the sponsor for promotional purposes.

Sponsorship can be financial (in the form of provision of funds) or technical (in the form of provision of goods or services) or a combination of the two. The sponsor will cover the cost of taxes, duties, fees, insurance or any other payment required by law or regulations that is incurred in executing the contract.

The purpose of the sponsorship, for the Embassy, is to achieve financial savings in organizing an event or series of events.

Criteria

The sponsorship contract may be freely negotiated between the parties, respecting the principles of impartiality and parity of treatment between proposed sponsors.

The sponsor must not be disqualifiable for any of the reasons described in art. 80 of legislative decree no. 50/2016.

The sponsor must hold the necessary qualifications to provide the goods or services covered by the sponsorship agreement.

The Embassy may appoint more than one sponsor for a single initiative. No sponsor may claim exclusivity.

Conditions of selection:

The purpose of this notice is to invite proposals from potential sponsors. It does not oblige the Embassy to enter into a contract or bind the Embassy in any other way.

If the Embassy receives a proposal that it wishes to consider, it will contact the person or company submitting the proposal.

The Embassy reserves the right to decline proposals that, due to the nature of the sponsorship and/or the activity of the sponsor, are deemed incompatible with the Embassy's function, or that risk creating conflicts of interest, or that risk compromising the Embassy's image or activities, or that do not comply with Italian law.

Specific contractual clauses:

The sponsorship contract will include a clause that specifically allows the Embassy to withdraw from the contract for reasons dictated by foreign policy, upon request by the Embassy, without conditions or limitations, at no charge. In the event of such a withdrawal, the Embassy will return any advance payments made by the sponsor but will not be liable to pay for services already provided or debt incurred by the sponsor.

The Embassy will not be held liable for any exceptional circumstances or force majeure that entail the cancellation of any sponsored events.

1. Entity that promotes the initiative

The Embassy of Italy in Skopje, in the capacity of legal entity responsible for the procedure of sponsorship, will assume the role of Sponsee.

2. Essential elements for the sponsorship proposals

The proposals for sponsorship can be financial, in the form of financial contributions, as well as technical, in the form of providing services or goods. It is possible to submit proposals that include both forms, i.e. sponsorship that will be in part financial and in part technical.

The proposals for sponsorship will not be binding for the Sponsee in terms of formalizing a contract, until the offer will not be authorized by the Sponsee and a contract is signed.

The sponsorship will be aimed to provide resources for the organization of the Italian National Day, as well as other initiatives of promotional type, such as commercial and cultural events supported by the Embassy of Italy in Skopje.

The proposals for sponsorship must include the following elements:

- the submitted proposals will be for sponsoring the events described in point 3. In case of new initiatives and events the list can be updated;
- the applications can be of financial or technical character (provision of direct financial contribution, services or goods) and it will be possible to submit applications that include both forms of sponsorship for the same initiative.

3. Initiatives and events in calendar that will be subject to sponsorships in 2022

- Week of the Italian Cinema (16-22 May), deadline for submitting proposals: no later than 02.05.2022 (12.00hrs);
- Italian National Day (2 June), deadline for submitting proposals, no later than 13.05.2022 (12.00hrs);
- Week of the Italian Cuisine (November), deadline for submitting proposals: no later than 14.10.2022 (12.00hrs).

The list can be updated through the year.

4. Obligations for the Sponsee and the Sponsors

All public or private organizations who wish to promote their image through a collaboration with the Embassy of Italy in Skopje, can participate to support the realization of the specific initiative cited in the Notice and/or other initiatives of economic promotion.

The Embassy will ensure the promotion of the image and the provided services of the Sponsor, offering wide exposure and visibility of their advertising. In particular:

- the official logo/brand of the Sponsor will be included in the promotional and commercial material for the given event (such as, for example, roll-ups, advertising totems, displays, flyers, invitations, posters, posts on the official website/social media etc.);
- Sponsors will receive an adequate number of invitations to offer to their clients/contacts, that will be determined in agreement with the Embassy, provided they send a list of the participants prior to the event in order to follow all the protocol and safety measures for accessing the event;
- Sponsors, in agreement with the Embassy, will have the opportunity to screen advertising videos, make presentations and distribute illustrative material of their activities;
- throughout the ceremony and during other promotional initiatives, the Sponsors will be publicly thanked and recognized for their support;

The Sponsors will commit to provide a financial contribution to the Sponsee or services/goods in compliance with the following requirements:

- consistency with public interests;
- absence of conflict of interest between public and private services covered by the sponsorship;
- absence of conviction or risks to compromise the image of the Embassy or its initiatives;
- absence of litigation with the proposing Administration;
- non-existence of prejudicial or limitative situations to the contractual capacity of any kind.

The Sponsors must also declare the non-existence of disqualification conditions to contract with the Italian Public Administration, or any other situation considered by the Italian law to be prejudicial or limitative to the contractual capacity, as well as the non-existence of impediments deriving from precautionary anti-mafia measures, bankruptcy procedures and non-belonging to political, trade union, philosophical or religious organizations.

5. Selection and rights to decline a proposal

The proposals for sponsorship will be assessed by the Head of Mission, assisted by the Heads of Office and/or other staff of the Embassy of Italy in Skopje.

Based on the received proposals, the Embassy will make a selection of organizations/entities with which it will sign a contract. The proposals for financial contribution for the realization of the cited initiative will be taken into consideration positively in case of compliance between the sponsored public activity and the promotion of the Sponsor as indicated below:

- the minimal contribution required in order to gain the status of "Platinum Sponsor" will be equal or greater than 5.000 Euro and will guarantee visibility of the logo "Platinum Sponsor", an adequate number of invitations to be offered to the Sponsor's clients/contacts, the possibility to screen advertising or institutional material, make presentations and distribute illustrative content of their activities;
- the minimal contribution required in order to gain status of "Gold Sponsor" will be equal or greater than 3.000 Euro and will guarantee visibility of the logo "Gold Sponsor", as well as the possibility to make presentations and distribute illustrative material of the Sponsor's activities;
- the minimal contribution required in order to gain status of "Silver Sponsor" will be equal or greater than 1.500 Euro and will guarantee visibility of the logo "Silver Sponsor".

Throughout the ceremony, all the Sponsors will receive public acknowledgment and will be thanked for their esteemed support.

The participation of one or more sponsors to the Italian Republic Day and other promotional initiatives organized by the Embassy is allowed and none of the sponsors can claim exclusivity.

In this regard, since no maximum limit is set, neither regarding the number of sponsors for the mentioned event and/or other economic-commercial promotional initiatives, nor regarding the number of titles that can be attributed to Sponsors such as "Platinum Sponsor", "Gold Sponsor" or "Silver Sponsor" cannot represent basis for litigation.

6. Instructions for submitting proposals

Proposals for sponsorship that imply compliance with the terms and conditions established by this Notice, should be sent - in writing - no later than the date of the event in question as described in point 3, via the certified email to the address: amb.skopje@cert.esteri.it (with the subject Proposal for sponsorship of the Italian National Day and other institutional events of economic and cultural promotion organized by the Embassy of Italy in Skopje in the financial year 2022).

The proposals, as indicated in the facsimile attached to the present Notice, should be undersigned by a legal representative in the case of legal entities and should include the following:

- details of the sponsor (private or public entity);
- total of the financial contribution or detailed description of the offered services/goods;
- written acceptance of the terms established in the Notice;
- inexistence of inadmissibility conditions to contract with the Public Administration, as well as any other conditions considered by the law to be prejudicial or binding to the contractual capacity and related to the disqualification conditions referred in art. 80 of

Legislative Decree 50/2016 and subsequent amendments (for Italian entities) or referred in Article 57 of Directive 2014/24 / EU (for non-Italian entities). The sponsor's termination obligation also applies in the event that a person for whom there are grounds for termination is a member of the board of directors, management or supervisory board or is a person who has representative or decisional power;

- inexistence of impediments deriving from anti-mafia measures or from being subjected to precautionary measures;
- inexistence of insolvency or bankruptcy procedures;
- non-belonging to organizations of political, philosophical or religious type, as well as to trade unions;
- the Sponsor commits to cover the cost of taxes, duties, fees, insurance or any other payment required by law or regulations that is incurred in executing the contract.

For further information on the initiative, please contact the Administrative Office of the Embassy on 00389 (0) 2 32 36 500.

7. Competent Court

The competent court for the resolution of disputes related to the selection procedure of the sponsorship service is the Court of Skopje.

8. Data protection

Pursuant to Legislative Decree 196/2008, the proponents give their consent to the processing of personal data for the exclusive purpose of administrative and accounting procedure.

The data protection officer is the Embassy of Italy in Skopje in the person of the Head of the Administration Office.

The Ambassador
Andrea SILVESTRI