

Notice of Tender

January 12, 2023
Japan National Tourism Organization (JNTO)
Rome Office Executive Director Yoshiyuki Mizuuchi

We hereby announce the following Tender

1. Overview of project

(1) Name of project:

Social media management in the Italian market in FY 2023

(2) Details of project:

The objective of this project is to manage our Facebook and Instagram to raise Italian consumers' interests and recognition of Japan as a travel destination and increase the number of visitor arrivals from Italy.

(3) Performance Period: Contract day – 31st March 2024

2. Requirements to participate:

(1) A person, both as individual and as legal representative of a company, who is not subject to competition participation restrictions prescribed in Article 26 of the Bylaws of the Administrative Implementation of Contracts of JNTO.

○ Bylaws of the Administrative Implementation of Contracts of JNTO

Article 26: Restrictions on Competition Participants

1. Persons who are determined to fall under any of the following may not participate in the competition:

- (1) A person who does not have the capacity to execute agreements;
- (2) A person who has been the subject of a decision to commence bankruptcy proceedings and whose rights have not been restored
- (3) A person who has been suspended from nomination by the Government or local government; or
- (4) For Japanese citizens person listed in the items of Article 32, Paragraph 1 of the Act for the Prevention of Wrongful Acts by Members of Organized Crime Groups (Act No.77 of 1991)

2. A person found to fall under any of the following may not participate in competition for three years after the occurrence of the relevant fact. The same will apply to a person who intends to use any of the following persons as an agent, manager or other employee.

- (1) A person who in the performance of an agreement intentionally engaged in shoddy construction, manufacturing or other services, or who engaged in dishonest conduct in regards to quality or quantity of goods;
- (2) A person who impeded fair competition, or a person who entered into an alliance for the purpose of wrongful gains;
- (3) A person who obstructed a successful bidder from executing an

- agreement or a contractual party from performing an agreement;
- (4) A person who obstructed personnel engaged in the performance of supervision or audit work;
 - (5) A person who without a valid reason failed to perform an agreement;
 - (6) A person who, in a case where pursuant to an agreement the amount of consideration is to be fixed after the agreement, willfully demanded an exorbitant amount of consideration based on false facts; or
 - (7) A person who, in the performance of an agreement, used an agent, manager or other employee who fell under any of the foregoing categories within the past two years.

3. A person who uses any person who falls under any of the preceding items as bidding agent may be disqualified from participating in the competition.

- (2) For Italian citizens, a person who has not violated the provisions of Italian law D.Lgs 163/2006, article 38, and 383/2001.
- (3) A person who has not been subject to any penalty under law in the past three years.
- (4) A person who is registered as a corporation (in the case of an individual business operator, registered as a resident) and is not delinquent in the payment of corporate taxes or other taxes.
- (5) Proponent must comply with the Privacy Policy attached.
- (6) Other requirements that JNTO determines to be necessary.

3. Procedures

- (1) Department in charge:
JNTO Rome Office, Person in charge: Federico Boccellato
Address: Via Barberini, 95 00187 Roma, Italia
E-mail: tender-italy@jnto.go.jp
- (2) Period and method of delivery of the Request for Proposals
From: January 12, 2023
Closing: February 10, 2023 (must be received by 5pm (Italy Time))
If delivery of the Request for Proposals is desired, please contact the person in charge of (1) above in advance
- (3) Deadline, place and method of submission of proposal
Submit to (1) above by February 10, 2023 5pm (Italy Time)
Hand delivery or mail (in the case of mail, the proposal must be received by the submission deadline, and record of delivery must be certifiable).
*Due to the Covid-19 situation, we also accept submission by email
The following documents are to be submitted to JNTO at time of submission of proposal.
*For individuals, it is requested to fill and submit the attached auto certification form together with a copy of ID card or passport, and VAT registration certificate

*For companies, it is requested to submit a full recent company profile inclusive of financial statements (Visura Camerale Storica) and to fill and submit the attached auto certification.

* Copy of the documents must be approximately the same size as the original and of high-quality.

4. Others

- (1) The language used in the procedures will be English, and the currency will be Euros.
- (2) Inquiries for related information should be directed to the person in 3(1)above.
- (3) Expenses for preparation and submission of the proposal will be borne by the person proposing the proposal.
- (4) There will be no secondary use of a submitted proposal without the permission of the person who submitted the relevant proposal.
- (5) If a proposal contains any matters that are not true, such proposal will be invalidated, and the applicant who entered such matters may be suspended from participating in public bids.
- (6) If in regards to the content of a selected proposal, there is a request on the basis of the screening standards for JNTO's information announcements, such disclosure will be made using documents prepared in advance to be disclosed.
- (7) A person whose proposal has been selected is a person who was specified as the most suitable person as a result of the proposal competition, but until agreement procedures are completed pursuant to JNTO's accounting and other rules, no contractual relationship will arise between such person and JNTO.
- (8) To verify whether a person who submitted a proposal has the necessary resources and expertise for participating in the proposal competition of section 2 above, further information may be requested. There may be cases where, even after selection, in light of the results of such information, an agreement will not be executed
- (9) Payment of contract amount shall be by lump-sum payment after completion of the project.
- (10) This Project shall be conditioned on adoption of the Japanese Government's budget for FY2023. The agreement for this Project shall be executed and this Project shall be implemented after adoption of the said budget.
- (11) Other details will be as set forth in the Request for Proposals.

End