



## Contract Award Committee (CAC) Report

**Date of Meeting:** 04 08:30 Apr 14

**Subject/Purpose:** Review Of Data/Financial Proposals and Clarifications Received Concerning the Original Ink & Toner Supplies Contract (G8-14-01) & the Contract Award Decision.

### 1. Introduction

a The Contract Award Committee (CAC) held a meeting on 04 08:30 Apr 14 in FINCON's office in order to review the bids (financial offers) and clarifications received from companies concerning the Original Ink & Toner Supplies Contract (G8-14-01) and proceed with a Contract Award Decision.

b. Following a market research, an Invitation For Bidding was sent (via e-mail) to the following companies:

- 1/ DOMI
- 2/ PRAXI
- 3/ TONER HELLAS
- 4/ PLANET INK
- 5/ INK SYSTEMS
- 6/ EKKENTRO
- 7/ INTERSYSTEMS
- 8/ 123 REFILLS
- 9/ GREENTONER SHOP
- 10/ THE WORLD OF INK
- 11/ REFILL EXPRESS
- 12/ PSOMIADOU E.
- 13/ ONE POINT

c. Also an official announcement was uploaded to the site of NRDC-GR.

d. Out of all the above stated companies bid proposals were received only from the following ones:

- 1/ PSOMIADOU ELENI
- 2/ DOMI
- 3/ PRAXIS
- 4/ PAPPUS E.

## **2. Detailed Evaluation**

The bidding financial offers received are summarized in ANNEX 'A'. The ACO Form 14 is also attached.

### **a. Evaluation Strategy**

The evaluation was focused on the information provided by the bidders, under the scope of cost/price, keeping in mind the most financially profitable solution for NRDC-GR. Bids were evaluated under the factor of lower price, implementing an evaluation formula.

### **b. Price Analysis**

The bidding data/proposals received are summarized in ANNEX "A". CAC analyzed the above data and firm "PSOMIADOU ELENI" had the most financially advantageous offer.

### **c. Technical Specifications.**

After the review of bidders' clarifications all firms were made the minimum specifications given as IFB G8-14-01 Special Provisions and Technical Specifications.

### **d. Compliance and Eligibility.**

All firms were in compliance with subject clauses of IFB G8-14-01 Bidding Instructions.

## **3. Recommendation**

It is recommended to award the contract on the firm "PSOMIADOU ELENI", which has overall proposed the most benefit solution to NRDC-GR.

## **4. CAC Decision**

The CAC unanimously decided to award the contract regarding IFB G8-14-01 to the firm "PSOMIADOU ELENI".  
The undersigned approved the recommendation.