



Contract Award Committee (CAC) Report

Date of Meeting: 30 12:00 Dec 14

Subject/Purpose: Review Of Data/Financial Proposals and Clarifications Received Concerning the Original Ink & Toner Supplies Contract (G8-14-07) & the Contract Award Decision.

1. Introduction

a The Contract Award Committee (CAC) held a meeting on 30 12:00 Dec 14 in P&C's office in order to review the bids (financial offers) received from companies concerning the Original Ink & Toner Supplies Contract (G8-14-07) 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/ ANAPLIROSI
- 3/ PRAXIS

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,, 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 mach the minimum specifications given as IFB G8-14-07 Special Provisions and Technical Specifications.

d. Compliance and Eligibility.

All firms were in compliance with subject clauses of IFB G8-14-07 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 G8-14-07 to the firm "PSOMIADOU ELENI".

The undersigned approved the recommendation.

Contract Awards Committee	Name	Date	Signature
Chairman		30 Dec 14	
Member		30 Dec 14	
Technical Member		30 Dec 14	
Secretary		30 Dec 14	