



### Contract Award Committee (CAC) Report

**Date of Meeting:** 24 09:00 Apr 15

**Subject/Purpose:** Review Of Data/Proposals Received, Concerning the Food Preparation and Packaging Contract (G8-15-01) & the Contract Award Decision.

#### 1. Introduction

a The Contract Award Committee (CAC) held a meeting on 24 09:00 Apr 15 in P&C Office, (Bld "C") in order to review the bids (financial offers) received from catering companies concerning the relative Contract (G8-15-01) 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) Special Edesmata SA
- (2) Diamantis Catering
- (3) Choutos Catering SA
- (4) Agapitos Catering
- (5) Cosmogeuseis Catering
- (6) Tottis Catering
- (7) Miltos Catering
- (8) Artos & Gliko
- (9) Panorama Catering
- (10) Hellenic Food Services.
- (11) Terkenlis Catering
- (12) Plaisir Catering
- (13) Kobatsiaris Bros SA

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

d. Out of all the above stated companies, at bid closing date 06 12:00 Apr 2015, bid proposals had been received only from the following companies:

- (1) Diamantis Catering
- (2) Special Edesmata SA

e. An extension of the bidding closing date was given due to limited bid submission and low demonstration of interest, up to 14 12:00 Apr 2015. One new bid received from the firm: (3) Kobatsiaris Bros SA

## 2. Detailed Evaluation

The bidding financial offers received are depicted at the attached ACO Form 14.

### a. Technical Specifications

All firms met the minimum specifications given as IFB G8-15-01 Special Provisions and Technical Specification paragraph 3.

### b. Compliance and Eligibility.

All firms were in compliance with subject clauses of IFB G8-15-01 Bidding Instructions.

### c. Evaluation Strategy.

The evaluation was focused on the information provided by the Combat Service Support Division (MERYP) and the bidders. Bids were evaluated under the following factors:

(1) The sanitary inspection ("Pass" or "Fail"). All bidders have passed a sanitary inspection during last 2 years, according CSS Division's attached document.

(2) The lower price.

### d. Price Analysis

The bidding data/proposals received are summarized in the attached ACO Form 14. CAC analyzed the above data in accordance with the estimated number of meals that will be needed for the completion of needed services. Firm "Special Edesmata SA" had the lowest price/proposal.

## 3. Recommendation

Regarding the information stated above, it is recommended to award the contract on the bid submitted by "Special Edesmata SA" firm, which has overall proposed the most benefit solution to NRDC-GR.

## 4. CAC Decision

The CAC unanimously decided to award the contract regarding IFB G8-15-01 to the firm "Special Edesmata SA".

The undersigned approved the Recommendation Award.

<b>Contract Awards Committee</b>	<b>Name</b>	<b>Date</b>	<b>Signature</b>