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NRDCGR/SPT/J8/CMF/2016
MAJ (HE A) Christos FELLIAS
J8/Chief CONTRACTING - CAC Secretary/2685

Contract Award Committee (CAC) Recommendation of Award

SUBJECT: Review Of Data/Financial Proposals Received Concerning the Travel Agency Services Contract (J8-17-01) & the Contract Award Decision.

DATE: 15 08:00 Dec 16

REFERENCES: A. NATO Financial Regulation
B. Bi-SC Directive 60-70 Procurement Directive
C. IFB J8-17-01
D. NRDCGR/SPT/CMF/2016 "Memorandum Calling CAC"
E CAC Report "ACO Form 14" 15 Dec 2016.

1. Introduction

a. The Contract Award Committee (CAC) held a meeting on 15 08:00 Dec 16 in P&C office in order to review the bids (financial offers) received from Travel agency companies concerning the relative Contract (J8-17-01) 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/ BUSINESS TRAVEL
- 2/ CARAVEL TRAVEL
- 3/ AEROGRAMMI TRAVEL AGENCY
- 4/ COMMANDER TRAVEL
- 5/ TZIMAS TRAVEL
- 6/ TRAVEL PLAN EUROSTAR S.A.
- 7/ APOSTOLIDIS TOURS
- 8/ REMEMBER TRAVEL AGENCY
- 9/ LOUKIDIS TRAVEL
- 10/ ATHOS HELLAS
- 11/ SPLENDID
- 12/ ZORPIDIS TRAVEL SERVICES
- 13/ COLONIAL TRAVEL
- 14/ VERGINA TRAVEL
- 15/ PHILOXENIA
- 16/ KAPASPORTS TOUR OPERATIONS

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- 17/ SISMANIDIS ASTORIA HELLAS
- 18/ HERODOTOUS TOURS
- 19/ DIESEL TRAVEL
- 20/ VARVAGIANNIS TRAVEL
- 21/ GIOTIS TOURS
- 22/ GAGAMANIS ATHANASIOS
- 23/ FILOS
- 24/ SISMANIDIS ALEX.
- 25/ KTEL
- 26/ SIMEONIDIS TOURS
- 27/ PAPADOPOULOS TOURS
- 28/ TOGIAS TRAVEL
- 29/ NORSTAR SA
- 30/ GINIS
- 31/ HERONIA
- 32/ VERSUS
- 33/ AKADIMOS TRAVEL

- c. Also an official announcement was uploaded to the site of NRDC-GR HQ.
- d. Out of all the above stated companies, bid proposals were received from the following:

- 1/ KAPASPORTS TOUR OPERATIONS
- 2/ CARAVEL TRAVEL SERVICES
- 3/ BUSINESS TRAVEL

2. Detailed Evaluation

The bidding financial offers received are summarized as depicted at the “ANNEX A” of CAC Report ACO Form 14.

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 highest score, implementing the evaluation formula, as depicted in ANNEX ‘A’ of Reference E, based on the free flights offered by the contractors.

b. Compliance and Eligibility.

The firms were in compliance with all subject clauses of the IFB and the intended contract and submitted all the legal documents requested in PART I “Bidding Instructions”.

c. Price Analysis

The bidding data/proposals received are summarized in ANNEX “A” of the attached reference E. CAC analyzed the above data and firm “BUSINESS TRAVEL”

had the most financially advantageous offer.

3. Recommendation

Regarding the information stated above, it is recommended to award the contract on the bid submitted by “BUSINESS TRAVEL”, which has overall proposed the most benefit solution to NRDC-GR.

4. CAC Decision

The CAC unanimously decided to award the contract regarding IFB J8-17-01 to the firm “BUSINESS TRAVEL”.

The undersigned approved the Recommendation Award.

Contract Awards Committee	Name	Date	Signature
Chairman		15 Dec 16	
Member		15 Dec 16	
Technical Member		15 Dec 16	

For CAC Chairman – DACOS J8

Christos FELLIAS
Major, HE Army
J8/Chief CONTRACTING

ENCLOSURES:

1. CAC Report “ACO FORM 14” 15 Dec 2016

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