



Rimini 22/05/2024

**REQUEST FOR A QUOTATION - VIA E-PROCUREMENT PLATFORM - TO AWARD THE SUPPLY OF A MARKETING SERVICE (DATA ANALYSIS) AND THE PURCHASE OF DATA REFERRED TO THE AIR TRANSPORT SECTOR (PASSENGERS, ROUTES, MARKETS), PURSUANT TO ART. 50 PARAGRAPH 1, LET. B) OF LEGISLATIVE DECREE NR. 36/2023.**

Notice is hereby given that Apt Servizi s.r.l., contracting authority with registered office in Bologna in Viale Aldo Moro n.62 and operational office in Rimini in Piazzale Federico Fellini n.3, VAT ID NR. IT01886791209, website [www.aptservizi.com](http://www.aptservizi.com); PEC [bandi@pec.aptservizi.com](mailto:bandi@pec.aptservizi.com), based on the requirements related to the "2024 Plan - Executive proposals for tourism marketing and promotion projects of prevailing interest for international markets", intends to acquire an estimate for the services referred to in the subject, as better indicated below.

The awarding procedure will be carried out through the use of the e-procurement platform ACQUISTI TELEMATICI - <https://aptservizi.acquistitelematici.it> -, through which the phases of quotation presentation, verification and evaluation of the same, as well as awarding, will be managed, as well as the communications and exchanges of information, pursuant to Articles 25 and 26 of Legislative Decree nr. 36/2023.

The purpose of this request is exclusively to receive a cost proposal to be evaluated for the purpose of a "direct assignment" to be implemented pursuant to Article 50, paragraph 1, letter b) of Legislative Decree nr. 36/2023 (hereinafter referred to as the "Code"). The Administration reserves the right not to proceed with the awarding of the contract if the cost proposal does not satisfy the evaluation elements indicated below.

**OBJECT OF THE ASSIGNMENT**

Data analysis service and purchase of data referred to the air transport sector (passengers, routes, markets) for the implementation of the Digital Twin Project and for the elaboration of local tourism development plans in Emilia-Romagna Region.

The contract consists of a single lot, as it is characterized by a close correlation of the services such that there are no reasons of economic convenience and efficiency that would justify dividing them into functional lots.

Apt Servizi Srl invites the economic operator, Informa Markets (UK) Limited - TAX/VAT Registration Number: 370721, to submit its technical-economic offer in accordance with the information contained in this request.

**DURATION OF THE ASSIGNMENT**

The assignment shall last until 31/12/2024.

The administration reserves the right to exercise 1 (one) annual renewal option for the year 2025 at the same regulatory and economic conditions, subject to possible price revisions to be considered pursuant to Article 60 of the Code.

**Apt Servizi srl**

Società costituita dalla Regione Emilia Romagna, Unioncamere e C.C.I.A.A. dell'Emilia Romagna  
Cap. Soc € 260.000,00 i.v. | N° di Iscr. R.I. e REA di Bologna | C.F. / P.I. 01886791209 – Codice IPA: APTSS  
Sede legale: Viale Aldo Moro, 62 - 40127 Bologna - Tel. +39 051 4202611  
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In fact, for the purpose of calculating the price variation, the indices set forth in paragraph 3 of said Article 60 shall be used.

Pursuant to Article 120, paragraph 1, letter a) of the Code, the Administration reserves the right to increase the quantity and number of services requested during the contractual term, up to a maximum amount of €39,000.00 (thirty-nine thousand/00). If the Administration intends to request an increase in the service, in whole or in part, within the limit indicated, the contractor shall be obliged to perform the service under the conditions set forth in its technical offer estimate, as requested by APT Servizi. In the event that the Administration does not intend to use all or part of the quantity covered by the option, the contractor shall have no claim against the Administration.

### VALUE OF THE CONTRACT

The estimated value of the contract, calculated pursuant to Article 14, paragraph 4 of the Code, is EUR 139,000.00 (one hundred and thirty-nine thousand/00) plus VAT, if due, including options. It is broken down as follows:

Duration of the contract	Value of the service (VAT EXCLUDED)
Performances for the year 2024	€ 50,000.00
Renewal option for the year 2025	€ 50,000.00
Option under Art. 120 para. 1, letter a)	€ 39,000.00
Total	€ 139,000.00

The service will be performed mainly outside the premises of the contracting authority and will be carried out exclusively by personnel of the successful tenderer, not employed by the contracting authority. The amount of interference safety charges is therefore € 0.00 (zero).

### ACQUISTI TELEMATICI PLATFORM - REGISTRATION

The procedure referred to in this notice is carried out using the ACQUISTI TELEMATICI platform (<https://aptservizi.acquistitelematici.it>).

### MODALITIES OF PARTICIPATION

The economic operator registered in the ACQUISTI TELEMATICI platform must submit the required documentation **no later than 14:00 on 14 June 2024** by uploading the documents here below, following the offer upload wizard.

### Telematic envelope - Administrative documentation and technical-economic offer

The telematic envelope "Administrative Documentation and Technical-economic Offer" must contain the following documents:

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- **ESPD European Single Procurement Document – Annex 2**, through compilation in the system, the economic operator has to certify the possession of the general requirements under Articles 94 and 95 of the Code.
- **INTEGRATIVE DECLARATION** to be digitally signed by the legal representative or a director with power of representation or by a special attorney, in which case the special power of attorney or an authentic copy thereof must be attached (use Annex A available on the platform);
- **MODEL 1**, digitally signed by the legal representative or a director with power of representation or any other person able to bind the economic operator.
- **INTEGRITY PACT**, digitally signed by the legal representative or a director with power of representation or any other person able to bind the economic operator.
- **TECHNICAL-ECONOMIC OFFER** digitally signed by the legal representative or a director with power of representation or any other person able to bind the economic operator, containing the report describing the service - with detailed information on the types, methods of data analysis and description of the data analysis tools used - and the economic offer to be referred to the "auction base" of € 50,000.00 (fifty thousand/00). No upward bids are allowed.

All documents must be clear, detailed and accurate to allow a proper evaluation of the offer.

#### **AWARD CRITERIA**

The assignment will be made based on an evaluation conducted on the basis of the following negotiating elements listed in descending order of importance:

- Quality of the proposed service and consistency with the project objectives and policies.
- Congruity of the services offered with respect to the allocated budget.

#### **IMPORTANT:**

We inform you that the assignment will be finalised only upon conclusion of the checks on the possession of the requirements as per Art. 94 and 95 of Legislative Decree nr 36/2023 for which further documentation will be requested.

#### **CLARIFICATIONS & TECHNICAL ASSISTANCE**

It is possible to obtain clarifications on this procedure by submitting written questions via the platform.

**Technical assistance on the use of the platform can be obtained in the manner indicated in the appropriate section on the platform (after logging in).**

An on-site visit is not required for the formulation of the offer.

#### **Apt Servizi srl**



EMILIA ROMAGNA  
REGIONAL TOURISM BOARD

The Sole Project Manager designated for this procedure is Ms. Rita Boselli, who declares the non-existence of any conflict of interest with respect to the procedure in question pursuant to Article 6 bis of Law nr 241/90 and Measure MG of the current PTPCT 2024- 2026.

**INFORMATION ON THE PROCESSING OF PERSONAL DATA:**

We would like to inform you that the personal data processed as part of this procedure are carried out in compliance with national and European laws on the protection of personal data. The data controller is APT Servizi srl, which you can contact to exercise your rights by writing to [privacy@aptservizi.com](mailto:privacy@aptservizi.com) or contacting the Data Protection Officer (DPO) [dpo@aptservizi.com](mailto:dpo@aptservizi.com) Complete information available at <https://www.aptservizi.com/azienda/privacy/>

The Sole Project Manager  
Rita Boselli  
*Digitally signed*

Attached:

- Annex 2 - ESPD
- Annex A - Integrative declaration
- Model 1 - Self certification
- Integrity pact

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