

<b>Closing Date:</b>	<b>Friday, 18<sup>th</sup> May 2011</b>	<b>at 10:00am</b>
<b>Quotation Reference:</b>	<b>MRA/WAT/72/2009/3</b>	



## Call for Quotations

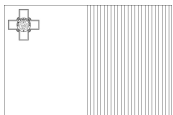
Issued on 8<sup>th</sup> May 2012

### PROVISION OF LOGO DESIGN SERVICES IN CONNECTION WITH THE “SWMED” PROJECT CO-FINANCED THROUGH ENPI CBC MED



MALTA RESOURCES AUTHORITY

ENPI CBC MED programme



This project is part-financed by the European Union's Neighbourhood Partnership Instrument



Co-financing rate: 90% EU Funds; 10% National Funds  
Cooperation that Counts

## CALL FOR QUOTATIONS

# PROVISION OF LOGO DESIGN SERVICES IN CONNECTION WITH THE “SWMED” PROJECT CO-FINANCED THROUGH ENPI CBC MED

### 1. Background

The Malta Resources Authority is a partner in an EU funded project entitled “SWMED” – Sustainable Domestic Water Use in Mediterranean Regions; co-financed by the ENPI Cross-Border Cooperation Programme.

The SWMED project aims to promote in each participating country, policies aimed at satisfying water and sanitation needs of the population while reducing water abstraction and improving quality of water bodies receiving wastewater. This project is being led by the Lazio Region. Other partners include the Ministry for Gozo; IRIDRA, Italy; SVI.MED – Mediterranean Centre for the Sustainable Development, Italy; Palestinian Hydrology Group; Centre de Recherches et Technologies des Eaux, Tunisia; and the Palestinian Water Authority.

### 2. Scope

This call for quotations invites professional graphic design consultants, hereinafter referred to as the interested bidders, to deliver logo design services in connection with the SWMED project.

Interested bidders must have strong experience and familiarity in undertaking branding exercises and in developing corporate logos. Furthermore their professional staff to be engaged on this assignment should have at least three (3) years experience in logo design.

The selected service provider will be required to:

1. Conduct an initial meeting with MRA representatives to determine the design objectives and other details;
2. Research preliminary materials supplied by MRA in order to identify appropriate visuals;
3. Present at least 3 preliminary design iterations based on MRA's vision and produce final logo formats for consideration by the Authority and project partners;
4. Upon selection of the final logo, refine the final product in colour, black and white, greyscale, reverse white and electronic versions; as directed by the Authority;

5. Upon finalization of the artwork for the logo, prepare and submit to the Authority electronic artwork of the logo in high resolution including technical details of the approved design.

Throughout the duration of the assignment, the selected service provider will be expected to consult closely with MRA to ensure that the design is appropriate and effective.

On its part, MRA will provide the selected service provider with an introductory brief on the underlying concept and purpose of SWMED, consult as appropriate during the design phase, select the preferred design and approve the final design.

The final logo design should accommodate the inclusion of an Arabic translation of the project acronym SWMED (for use by the Palestinian and Tunisian project partners).

Quotations submitted in terms of this request must have a validity period of 30 days.

### **3. Time frame**

In accordance with the project timeframes, the selected service provider will be expected to issue the relevant design options by 2 weeks after the issue of the letter of acceptance, with the purpose of finalising the logo by not later than 5 weeks after the issue of the letter of acceptance.

### **4. Submission Requirements**

The bids must contain the following:

1. Brief profiles (or CV) of the personnel that will be engaged on this assignment including qualifications, experience and a portfolio of design work;
2. A financial proposal in Euro (inclusive of VAT and all other applicable taxes) indicating a price for the whole assignment.

Proposals are to be submitted in the format as shown in **Annex 1** and are to be presented at the:

**Tender Box,  
Malta Resources Authority  
Millennia 2<sup>nd</sup> Floor  
Aldo Moro Road  
Marsa MRS 9065**

**By no later than 10.00am of 18 May 2012**

Proposals submitted in any other way or format will not be considered. Late submissions will not be considered.

## **5. Payment Terms**

Payment will be effected in full following the satisfactory delivery of the services.

## **6. Award Criteria**

This quote will be awarded to the cheapest technically compliant offer.

## **ANNEX 1**

### **ONLY QUOTATIONS SUBMITTED IN THE STIPULATED FORMAT WILL BE CONSIDERED**

**Quotation Ref: MRA/WAT/72/2009/3**

#### **Suppliers/Contractor's details**

Company's Name:	
Contact Person's Name and Surname:	
Company's Address:	
Telephone Number:	
Mobile Number:	
Fax Number:	
E-mail address:	

<b>Description</b>	<b>Total Price Excl VAT</b>	<b>VAT</b>	<b>Total</b>
	€	€	€
<b>Provision of Logo Design Services in connection with SWMED project as specified including submission of artwork,</b>			

This quotation is valid for a period of \_\_\_\_ days.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_