



UEFA
EURO2016
FRANCE



Invitation to Express Interest
[Road and Pedestrian Signage]



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1. Introduction

UEFA EURO 2016™ will be held in France from 10 June to 10 July, 2016. In total 51 matches will be played in 10 venues. UEFA, together with its French-based subsidiary EURO 2016 SAS, wishes to select a company responsible for Road and Pedestrian Signage. For such purposes, EURO 2016 SAS intends to organise a tendering process (“Tender”). All references to UEFA shall be deemed to include EURO 2016 SAS and vice versa.

2. The Selection Process

The process for the selection of a company(ies) responsible Road and Pedestrian Signage for UEFA EURO 2016™, as currently planned, is divided into two-phases:

- * **Phase 1 – Invitation to Express Interest:** the initial, pre-Tender phase during which EURO 2016 SAS collects information regarding the candidate(s) based on which it evaluates eligibility of such candidate(s) to participate in Phase 2;
- * **Phase 2 – The Tender:** the tender for the selected candidate(s) and/or any other entities invited by EURO 2016 SAS, during which EURO 2016 SAS will evaluate proposals and subsequently select and appoint a qualified company to provide the required services for UEFA EURO 2016™.

All participants in the Tender will receive the Invitation to Tender document (“ITT”), which will set forth all applicable terms and conditions for the Tender. To give each candidate(s) an overview of the timing and further proceedings, EURO 2016 SAS has put into place the following tender process plan (which may be subject to change at any time, as deemed necessary by EURO 2016 SAS):

Candidate(s) receive invitation and express interest (this document)	30.04.2015
Candidate(s) express interest	29.05.2015
EURO 2016 SAS selects the entities entitled to receive ITT (Invitation to tender)	15.07.2015
↓	
Selected entities receive the ITT (Invitation to tender)	30.09.2015
Selected entities submit offers	31.10.2015
↓	
Evaluation and selection of successful candidate	31.11.2015
↓	
Onsite delivery of the required services	31.03.2016



3. Submissions of Expression of Interest

In order to be considered eligible to participate in the Tender, interested candidate(s) shall respond to this ITEI by submitting the relevant information and documentation as set out below.

Candidate(s) shall submit to EURO 2016 SAS an official letter, on headed notepaper and in French (the "Letter") expressing their interest in participating in the Tender and requesting the ITT, no later than 30.04.2015. The Letter shall include the following supporting information:

- * Full details of the return address and contact person for all matters in connection with this ITEI; and
- * All of the information/documents in French required in Section 4 below entitled "Required information and documentation"; and
- * The "Statement of Undertaking" in the form provided in Appendix 1 below, duly signed by an authorised representative.

The Letter with all supporting information and documentation must be sent in hardcopy to the following address by **no later than 16h00 C.E.T. on May 29th 2015**. The same documentation shall also be sent via email to stefano.manelli@euro2016.fr and purchasing@euro2016.fr

Mr. Stefano Manelli
EURO 2016 SAS
Avenue Kléber, 112
75016 Paris, France

Incomplete submissions which do not include all of the above information and/or documentation will be immediately rejected by UEFA EURO 2016 SAS. Upon receipt of the Letter with all required supporting information and documentation, UEFA EURO 2016 SAS shall determine, at its sole discretion, if it requires further information/documentation or clarification from any or all of the candidate(s). In such cases, UEFA EURO 2016 SAS reserves the right to contact the relevant candidate accordingly and to request that they provide such additional information/documentation.

For general queries concerning the procedure, please contact by email the following contacts:

Receiver: M.me Marine Cutillas: marine.cutillas@euro2016.fr

Copy to: Mr. Stefano Manelli: stefano.manelli@euro2016.fr



4. Required Information and Documentation

Before selection of the candidate(s) that will participate in the Tender and receive the ITT, EURO 2016 SAS shall evaluate the eligibility of any candidate(s) based on the review of the following information and documentation (all documentation must be returned in French):

- * Catalogue of products and company profile;
- * Annual reports or key accounting figures from the last three years;
- * Proof of strong financial standing with up-to-date declarations from the inland revenue, national treasury department or other relevant governmental body;
- * Description of proven experience in provision of Road and Pedestrian Signage;
- * Evidence of sufficient resources and appropriate infrastructure to provide the services;
- * Provision of an organisational chart with key personnel (need to be French-speaking and adequately trained management personnel);
- * Indication of operational offices and "production sites" and distribution procedures, as well as client management procedures and ISO 9000 certified production quality procedures;
- * Minimum 3 maximum 5 References of previous similar projects held with indication on: client, amount of sign-posts produced and value of the contract.

NOTE: During the Tender, EURO 2016 SAS reserves the right to request additional information/documentation as deemed necessary including but not limited to any guarantees.

5. Legal Provisions

1. This ITEI does not constitute an invitation to make offers or an invitation to participate in the Tender, nor does it constitute the basis of any contract which may be concluded upon conclusion of the Tender.
2. Information collected through this Invitation to Express Interest will be used by EURO 2016 SAS solely for its analysis and will not be disclosed to the public.
3. EURO 2016 SAS reserves the right to reject any and all submissions of expression of interest, amend or supplement any rules set up herein as well to cancel part of or the entire selection process (and/or the Tender). If part of or the entire selection process is cancelled, it may be restarted at any time and any given interested candidate may or may not be invited to participate in the new selection process, at EURO 2016 SAS's absolute discretion.



4. EURO 2016 SAS has taken all reasonable care to ensure that any information provided by EURO 2016 SAS in relation to this ITEI, the Tender and/or the ITT is accurate in all material respects. However, any such information is provided solely by way of explanation of the services which EURO 2016 SAS intends to use, and neither EURO 2016 SAS nor any of its representatives, agents or employees make any representation or warranty or accept any responsibility for the accuracy or completeness of any such information. Nor shall they be liable for any loss or damage suffered by any applicants in reliance on such information or any subsequent communication made by EURO 2016 SAS.
5. The candidate agrees that:
 - a. it (and its officers, employees, agents and advisers) shall keep confidential the terms of this ITEI and any information relating to affairs or business of EURO 2016 SAS which comes into its possession in relation to this ITEI and/or the Tender;
 - b. it shall not disclose confidential information (or any parts of it) to any third party without the prior written consent of EURO 2016 SAS, which may be given or withheld in its absolute discretion (save, where required by law);
 - c. it shall only be entitled to use confidential information for the purpose of the Tender; and
 - d. it shall not discuss the financial terms of the Tender with rival candidates.
6. Each candidate is responsible for all costs, expenses and liabilities incurred in the preparation of its Letter, any responses to requests for further information by EURO 2016 SAS and any negotiation with EURO 2016 SAS following receipt by EURO 2016 SAS of its Letter (whether or not an invitation to participate in the ITT is issued). EURO 2016 SAS shall bear no liability whatsoever in this respect.
7. Each candidate is strictly prohibited from making any form of public announcement or statement relating directly or indirectly to this ITEI, the Tender, EURO 2016 SAS, and/or any EURO 2016 SAS competition (whether it is invited to participate in the Tender or not) without the prior written consent of EURO 2016 SAS, which may be given or withheld in its absolute discretion.
8. The appointment of the company to provide the Services will be subject to such selected company and EURO 2016 SAS or any of its subsidiaries entering into a long-form agreement(s) provided by EURO 2016 SAS in due course, which shall contain the full terms and conditions of such appointment.
9. EURO 2016 SAS shall not be liable to any interested candidate for any costs or losses arising in connection the submission of information and documentation related to this Invitation to Express Interest.



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Appendix 1: Statement of Undertaking

Name of company: _____

Tax number: _____

Address: _____

Referred to hereinafter as the "Company", hereby expresses interest in participating in the Tender for the Road and Pedestrian Signage services for UEFA EURO 2016™ and requests the ITT from EURO 2016 SAS, and undertakes that:

1. No information provided nor representations made to EURO 2016 SAS are false, inaccurate or misleading;
2. None of the Company's representatives or employees shall make any form of public announcement or statement relating directly or indirectly to EURO 2016 SAS, the Invitation to Express Interest and/or the Tender to any media without the prior written approval of EURO 2016 SAS and that any non-compliance will lead to the penalty of being held responsible for any damages caused;
3. It (and its officers, employees, agents and advisers) shall keep confidential the terms of this ITEI and any information relating to affairs or business of EURO 2016 SAS which comes into its possession in relation to this ITEI and/or the Tender, it shall not disclose confidential information (or any parts of it) to any third party without the prior written consent of EURO 2016 SAS, which may be given or withheld in its absolute discretion (save, where required by law) and it shall only be entitled to use confidential information for the purpose of the Tender;
4. All intellectual property and commercial rights in relation to EURO 2016 SAS, UEFA EURO 2016™, Invitation to Express Interest and/or the Tender belong exclusively to EURO 2016 SAS;
5. it is capable of and shall comply with all legal provisions contained in the ITEI or otherwise agreed in writing with EURO 2016 SAS;
6. EURO 2016 SAS shall not be held responsible for any costs, expenses and/or liabilities incurred in by the Company in the preparation and submission of the information and/or documentation in response to the Invitation to Express Interest and/or any responses to requests for further information by EURO 2016 SAS;



7. Any association with EURO 2016 SAS or UEFA EURO 2016™ in any manner whatsoever without EURO 2016 SAS's prior written approval is strictly prohibited;
8. EURO 2016 SAS shall not be required to invite the Company to participate in the Tender and reserves the right to organise any services related to the Tender itself or to re-open part of or the entire tendering process at a later stage;
9. This statement of undertaking and any related documentation shall be governed by and construed in accordance with the substantive laws of France. The place of jurisdiction shall be Paris, France;

By submitting this Statement of Undertaking (where capitalized terms shall have the meaning as defined in the Invitation to Express Interest, unless otherwise defined herein), I/we confirm that I/we have read and understood the foregoing terms and conditions issued by EURO 2016 SAS regarding the process for selection of a candidate(s) to provide Road and Pedestrian Signage for UEFA EURO 2016™, and agree that the Company that I/we duly represent is/are bound by such terms and conditions.

Signature: _____

Name and Title: _____ Date: _____

Place: _____ Official Stamp: _____



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