

*Lettera d'ordine - CIG Z8C335530F*

Beirut,

Spett.le FLEUR DE LYS

Spett.le Società,

Messrs,

In relazione al Vostro preventivo del 05/10/2021 Vi comunichiamo che siamo interessati alla fornitura di servizio le cui caratteristiche e condizioni vengono di seguito dettagliate:

Referring to your quotation dated on 05/10/2021, We confirm our interest in purchasing the service according with the following details:

1. Servizio:

N.1 pranzo a buffet presso ufficio AICS Beirut per n. 30 persone. Rappresentanza per visita Direttore AICS.

1. Service:

N.1 lunch buffet at AICS Beirut office for n. 30 persons. Representative event for AICS Director visit.

2. Caratteristiche tecniche: come da preventivo allegato del 05/10/2021;

2. Technical characteristics: as for attached quotation dated 05/10/2021;

3. Prezzo: \$ 5,594,40 (cinque mila cinque centonovantaquattro e 40/100 US Dollari) IVA inclusa;

3. Price: \$ 5,594,40 (five thousand five hundred ninety four and 40/100 U.S. Dollars only) VAT included.

4. Pagamento: sulla base della presentazione di una fattura e dopo aver accertato la regolarità della

4. Payment: based on the presentation of an invoice and upon verification of the regular execution of the

fornitura e la sua corrispondenza al preventivo tramite Verbale di Regolare Esecuzione.

5. Eventuali danni che, durante la fornitura del materiale/servizio, fossero occasionati a cose o persone saranno a totale Vostro carico.

Vi saremo pertanto grati di provvedere alla fornitura del suddetto servizio.

RingraziandoVi, distinti saluti.

Per accettazione incondizionata  
acceptance

Fleur De Lys  
Fine Catering Services



supply according to the details as stated the quotation through the Final Inspection Certificate;

5. Possible damages that, during the supply of the material / service, things or people were occasioned to they will be to total your load.

We will grateful if you could provide us the above service.

Yours faithfully.

For unconditioned

Il Titolare della Sede  
Alessandra Piermattei



## UNIQUE DOCUMENT OF REQUIREMENTS

## PART I

## INFORMATION REGARDING THE PROCUREMENT PROCEDURE AND THE CONTRACTING AUTHORITY

<b>Identity of the Contracting Authority</b>	<b>Answer:</b>
Name:	Development Cooperation Section of the Embassy of Italy – AICS Director Alessandra Piermattei
Title and brief description of the procurement:	Affidamento diretto / Single quote – contracts under 40.000 Euro
CIG	<b>CIG Z8C335530F</b>

## PART II: INFORMATION ABOUT THE ECONOMIC OPERATOR

<b>A. Identification data of the economic operator</b>	<b>Answer:</b>
Name:	LPH SAL (Fleur De Lys Catering)
National identification number, if required (tax code, VAT number, registration ....)	Registration Number: [REDACTED] VAT Number: [REDACTED]
Mailing address:	[REDACTED]
Contact Persons:	[REDACTED]
Phone:	[REDACTED]
PEC or e-mail:(website) (IF existing):	<a href="http://www.fleurdelyscatering.com">www.fleurdelyscatering.com</a>

<b>B. Eventual representatives of the economic operator:</b>	<b>Answer:</b>
Full Name	Mark Morkos
Date e Place of birth	
Position/Title of work:	Sales and Operations Manager
Postal Address:	[REDACTED]
Telephone:	[REDACTED]
E-mail:	[REDACTED]
If necessary, provide us details about the representation (form, scope, purpose):	

## PART III: REASONS FOR EXCLUSION

**A: Reasons related to criminal judgements**

The entities that have been subject of a conviction by final judgement which has the force of res judicata in Italy or in the Country where the contract is performed for one or more of the following are excluded from participation in public procurement (1) participation in a criminal organization; (2) corruption; (3) fraud; (4) terrorist offences or offences linked to terrorist activities; (5) money laundering or terrorist financing; (6) child labor or other form of trafficking in human beings; (7) any other illegal activity from which arise incapability of contracting with public Authorities. The relevant criteria are the one provided under Italian law and:

- in the member States of the European Union, the criteria indicated by the internal laws that ratified article 57 of the directive 2014/24/UE;
- in non-member States of the European Union, the equivalent criteria provided by local criminal laws.

The economic operator or a member of its management or supervisory bodies or any person with an authority of representation, decision or control whom has not been convicted for one of the reasons mentioned above with a final judgement since no more than five years or following which judgement an exclusion period has been established and it is still applicable.

**B: Reasons related to the payment of taxes or social security contributions**

The economic operator has satisfied all the obligations related to the payment of taxes or social security contributions, in the country where it is established, in Italy and in the country where the contract has to be performed.

**C: Reasons linked to insolvency, conflict of interests or professional misconduct**

1) The economic operator is not in breach, according to his knowledge, of any obligations regarding health and safety at work, environmental, social and labor laws.

2) The economic operator is not in any of the following situations and it is not subject to a proceedings for the verification of one of the following situations:

a) bankruptcy, insolvency procedure, winding up, arrangement with creditors, receivership or other similar situation;

b) The economic operator has ceased its activities;

3) The economic operator has not been guilty of serious professional misconduct;

4) The economic operator has not entered into agreements with other economic operators in order to distort competition;

5) The economic operator is not aware of any conflict of interest related to its participation in the procurement procedure;

6) The economic operator or a related company did not provide advice to the Contracting Authority or has otherwise been involved in the preparation of the award procedure;

7) The economic operator has not already experienced the early termination of a previous public tender or has already been ordered to pay damages or other penalties in relation to a previous public contract;

8) The economic operator confirms:

a) not having been seriously guilty of false declaration in providing the requested information for verifying the absence of exclusion criteria or the fulfillment of the selection criteria,

b) not having concealed this information,

c) to be able to transmit without delay the additional documents requested by the Contracting Authority,

d) not having attempted to influence the decision-making process of the Contracting Authority, not having attempted to obtain confidential information that may give advantages in the procurement procedure, not having provided misleading information that may have a significant influence on the decisions concerning the procurement procedure.

**D: Reasons for exclusion provided for by Italian legislation and equivalent situations provided for by the law of the country where the contract is performed**

The economic operator is not in any of the following situations:

1) having reasons for decadency, suspension or prohibition provided for by anti-mafia legislation

2) is subject to infiltration by criminal organizations

3) has been subject to a ban of exercise any activity or to any other another sanction that involves the prohibition of contracting with the public administration

4) is registered in the electronic database of the National Anti-Corruption Authority for having submitted false declarations or false documentation for the purpose of obtaining the qualification certificate, for the period during which the registration persists;

5) has breached the prohibition of fiduciary registration

6) has breached the rules regarding the right of work of the disabled

7) if he has been the victim of bribery or extortion crimes committed by criminal organizations or by subject facilitating the activity of criminal organizations and does not occur any case of self-defense, then he has reported the facts to the judicial authority

8) is in control of any another participant in the same procurement procedure, or in any relationship, even de facto, if the controlling situation or the relationship implies that the offers are imputable to a single decision-making center.

Has entered into employment or self-employment contracts and, even has assigned tasks to former employees of the Contracting Authority who have terminated their working relationship since less than three years and moreover, for the last three years of service has exercised an authority or negotiating powers on behalf of the Contracting Authority on the same economic operator (pantouflage or revolving door).

#### PART IV: SELECTION CRITERIA

The economic operator fulfills all the selection criteria required in the documentation for the procurement procedure

#### Part V: FINAL DECLARATIONS

The undersigned declares / declare formally that the information contained in parts from II to IV are true and correct and that the undersigned is / are aware / of the consequences, including of criminal nature, of a serious false declaration, provided for by Italian law and local law.

The undersigned hereby certifies/certify the absence of reasons for exclusion provided in Part III and the possession of the requirements provided in Part IV.

The undersigned authorizes/authorize formally the Contracting Authority, as per part I, to perform the verifications with the competent local authorities on the truthfulness of the declarations made according to the requirements.

The undersigned accepts without reservations or exceptions the provisions and conditions contained in the letter of awarding and in its Annex I which is an integrated part thereof.

Beirut, 08 OCT 2021

[name, surname and quality of the undersigned]

Mark Morkos

Sales and Operations Manager



WELDON DE LYS  
Fine Catering Services

**ATTACH COPY OF THE IDENTITY DOCUMENT OF EACH SIGNATORY.**

**INFORMATIVE ON PHYSICAL PERSONS DATA PROTECTION**  
**Regulation (EU) 2016/679, art. 13**

The processing of personal data is based on the principles of law, correctness and transparency to protect the fundamental rights and freedoms of individuals. To this purpose, the following information are provided:

To this purpose, we provide the following information:

1. The ownership for the treatment is with the Italian Agency for Development Cooperation (AICS), that, in the specific case, is operating through the Italian Agency for Development Cooperation – Beirut Office (AICS), Address: Baabda – Presidential Palace Road, Baabda Invest Building, 2<sup>nd</sup> floor, Beirut, Lebanon E-mail: beirut.aics.gov.it, Phone:+961 (0)5 951 376/377/378.
2. AICS has a responsible for the personal data protection who, in case of questions or claims, can be reached at (Italian Agency for Development Cooperation, Via Salvatore Contarini 25, 00135 ROMA, tel. 0039 06 324921.
3. The personal data requested are necessary for the selection of the tenderer to which the contract will be awarded.
4. The delivery of data is an obligation provided under Italian law and the eventual denial to provide the requested data shall procure the exclusion from the selection procedure or the awarding of the contract.
5. The treatment shall be made manually or electronically by personnel duly appointed.
6. The data shall be communicated to the internal and external supervision bodies of AICS. By countersigning this information, the interested person provide his consent to the data communication also to the competent local authorities for their verification and to the publication of the main elements of the contract signed on the web site of the Contracting Authority according to Italian laws on transparency of public procurement.
7. The data shall be kept for a maximum period of 5 years from the termination of the contract, including termination for default. Such term is suspended in case of judiciary proceeding.
8. The interested person can ask the access to his personal data and their rectification. In such a case, the interested person shall submit a specific request to the address provided in paragraph 1 above, copying for information the responsible for data protection of AICS to the address provided in paragraph 2 above.
9. The interested person may present a claim to the responsible of data protection of AICS, if he believes that a violation of its rights was made. Alternatively, he may submit a claim to the Guarantor for the data protection “Garante per la protezione dei dati personali” (Piazza di Monte Citorio 121, 00186 Roma, tel. 0039 06 696771, e-mail: garante@gpdp.it, pec: protocollo@pec.gpdp.it) or to the judicial authority.

Beirut, 08 OCT 2021

Signature for acknowledgement and acceptance

  
**FLEUR DELYS**  
Fine Catering Services

**CONTRACTOR OBLIGATION**

The undersigned Mark Morkos, on behalf of the firm LPH SAL (Fleur De Lys Catering) after reading the attached synthesis of the Italian Law 136 of August 13, 2010, article 3, with regard:

1. To assume all the obligations of the tracking of financial flows pursuant to art. 3 Law 136/2010 with the relevant changes and integrations;
2. To provide details of bank account set-up and dedicated, even not exclusively, to Italian Agency for Development Cooperation in Beirut, covering all financial operations related to the present Order as well as full name/address/fiscal code (or equivalent position) of any individual holding power to operate the mentioned bank account;
3. To inform the Italian Agency for Development Cooperation in Beirut about any variation of the said data;
4. To assure that the above mentioned obligations of the tracking of financial flows will be enforced in any contract and sub-contract related to the present Order under my own responsibility.

to abide, with no exception or reservation, by all the obligations pertaining to financial flow traceability according to Law no. 136/2010.

Beirut

08 OCT 2021

(Signature) \_\_\_\_\_

**FLEUR DE LYS**  
Fine Catering Services

**Italian Law no. 136 of August 13, 2010, article 3****SYNTHESIS**

The Italian Law no. 136 of August 13, 2010, article 3, contains important provisions on the traceability of financial flows and introduces new obligations for public authorities and enterprises involved in public procurements. A decree approved on November 5th clarifies the scope of the provision.

The purpose of this Law is to increase the control on the financial flows in public contracts, as these kinds of contracts often represent the mean by which criminal organizations launder the money obtained through illegal transactions.

Under the new regulation, all operators in any way interested in public contracts have the obligation to use « dedicated » bank account through which must pass every financial transaction relating to the government procurement.

All transactions should be arranged by bank transfer or other means of payment ensuring the tracking of the transaction and should indicate the underlying public investment through a specific identification code—the so-called tender identification code (CIG) and the so-called unique code for project (CUP); both codes will be provided by the Italian Agency for Development Cooperation in Beirut.

All types of actors involved in the public procurement process are concerned by the new regulation: public authorities, purchasers, suppliers, contractors and sub-contractors.

The regulatory framework includes also two other provisions requiring:

- On the one hand, reciprocal control duties for contractors and sub-contractors (« The contractor or sub-contractor who has news of the failure of its counterparty obligations of financial tracking must immediately inform the public authority »)

- On the other hand, public authorities' supervision responsibilities with regard to all public procurement contracts (« The public authority shall verify that in the contracts between contractors and sub-contractors is inserted, on pain of absolute nullity, a clause by which each party assumes the obligations of the tracking of financial flows under this Act).

Signature of acknowledgement

**FLEUR DE LYS**  
Fine Catering Services

## DECLARATION

**Subject: consent to the processing and publishing of contractual data**

The undersigned **Mark Morkos** legal representative of **LPH SAL (Fleur De Lys catering)** address **253 Elias Azar Street, Sin El Fil, Lebanon** ; Telephone number **03 192992**, informed about the obligations set forth articles 26 and 27 of Italian Legislative Decree n.33/2013

**DECLARES**

to give his consent to the publishing of the data related to the contractual relationships established with the Italian Agency for Development Cooperation in Beirut.

**OR**

not to give his consent to the processing and publishing of the data related to the contractual relationships established with Italian Agency for Development Cooperation in Beirut.

Beirut, 08 OCT 2021

(Signature of the Legal Representative)

**FLOR DE LYS**  
Fine Catering Services

**ARTICLES 26 AND 27 OF ITALIAN LEGISLATIVE DECREE N.33/2013****Art. 26****Obligations of publication of the proceedings for awarding grants, contributions, subsidies and financial aid to persons and private and public entities**

2. Public Administrations publish the proceedings for awarding grants, contributions, subsidies and financial aids to firms, and in any case economic benefits of any kind, whose amount exceeds one thousand Euros, to persons and public and private entities as per article 12 of Law no. 241 of 1990.
3. The publication under this article constitutes a legal condition of effectiveness of the measures that provide grants and allocations of a total amount exceeding one thousand Euros during the calendar year to the same beneficiary. Its possible omission or incompleteness is detected automatically by the management bodies, on the public administrations own administrative, financial and accounting responsibility for the non-concession or assignment of the economic benefit. The failed, incomplete or delayed publication automatically detected by control bodies is also detectable by the recipient of the grant or award or anyone else interested, even for damage compensation due to the delay by the administration as per article 30 of Legislative Decree n.104 of 2 July 2010.

**Art.27****Obligations of publication of the list of beneficiaries**

The publication referred to in Article 26, paragraph 2, necessarily includes, as per paragraph 3 of the same article:

- a) the name of the company or institution and their respective tax information or the name of another beneficiary;
- b) the amount of the paid economic benefit;
- c) the norm or title on which the award is based;
- d) the office and the officer or manager in charge of the administrative proceedings;
- e) the modality adopted for the identification of the beneficiary;
- f) the link to the selected project and the CV of the person in charge.