

# Notice of Proposal Competition

[October 15, 2018]

Japan National Tourism Organization (JNTO)  
Madrid Office Director General Manager Kenji INOUE

We hereby announce the following proposal competition.

## 1. Overview of Project

### (1) Name of Project

Advertise the attractions of Hokkaido and the rest of Japan in the Spanish market (FY2018)

### (2) Details of Project:

Aiming at increasing visitors from Spain to Hokkaido and the rest of Japan through the communication and advertisement in the Spanish market of the attractions of both Hokkaido and Japan.

### (3) Performance Period: 15<sup>th</sup> March 2019

## 2. Requirements to participate in the proposal competition

- (1) The applicant must be a person who is not subject to competition participation restrictions prescribed in Article 26 of the Bylaws of the Administrative Implementation of Contracts of JNTO. Any applicant who is found by JNTO to fall in one or more of the cases below, shall be considered “not suitable” for taking part in the proposal competition and thus be automatically excluded thereof. In that case, JNTO shall notify it to the applicant in writing.

- Bylaws of the Administrative Implementation of Contracts of JNTO

### *Article 26: Restrictions on Competition Participants*

#### *1. Persons who are determined to fall under any of the following may not participate in the competition:*

- (1) A person who does not have the capacity to execute agreements;*
- (2) A person who has been the subject of a decision to commence bankruptcy proceedings and whose rights have not been restored; or*
- (3) A person listed in the items of Article 32, Paragraph 1 of the Act for the Prevention of Wrongful Acts by Members of Organized Crime Groups (Act No.77 of 1991)*
- (4) a person whose status as a designated contractor has been suspended by the national or any local government (“Government”).*

#### *2. A person found to fall under any of the following may not participate in competition within three years after the occurrence of the relevant fact. The same will apply to a person who intends to use any of the following persons as an agent, manager or other employee.*

- (1) A person who in the performance of an agreement intentionally engaged in shoddy construction, manufacturing or other services, or who engaged in dishonest conduct in regards to quality or quantity of goods;*
- (2) A person who impeded fair competition, or a person who entered into an alliance for the purpose of wrongful gains;*
- (3) A person who obstructed a successful bidder from executing an agreement or a contractual party from performing an agreement;*
- (4) A person who obstructed personnel engaged in the performance of supervision or audit work;*
- (5) A person who without a valid reason failed to perform an agreement;*
- (6) A person who, in a case where pursuant to an agreement the amount of consideration is to be fixed after the agreement, willfully demanded an exorbitant amount of consideration based on false facts; or*
- (7) A person who, in the performance of an agreement, used an agent, manager or other employee who fell under any of the foregoing categories within the past two years.*

#### *3. A person who uses any person who falls under any of the preceding items as bidding agent may be disqualified from participating in the competition.*

- (2) A person who has not been subject to any penalty under law in the past three years.*
- (3) A person who is registered as a corporation (in the case of an individual business operator, registered as a resident) and is not delinquent in the payment of corporate taxes or other taxes*

### 3. Procedures

- (1) Department in charge  
JNTO Madrid Office, Person in charge: Laura Blocona  
Address: Carrera de San Jerónimo 15 3°C 28014, Madrid Spain  
TEL : +34-91-077-0070, E-mail:info\_madrid@jnto.go.jp
- (2) Period and method of delivery of the Request For Proposals  
From 15<sup>th</sup> October until 24<sup>th</sup> October (must be received by 17h30 CENTRAL EUROPEAN TIME - CET)  
The Request For Proposals will be delivered by hand or via e-mail.  
If delivery of the Request For Proposals is desired, please contact the person mentioned in (1) above in advance.
- (3) Deadline, place and method of submission of proposal  
Submit to (1) above by 26<sup>th</sup> October (must be received by 12h00 CENTRAL EUROPEAN TIME - CET)  
Limited to hand delivery or mail (in the case of mail, the proposal must be received by the submission deadline, and record of delivery must be certifiable).

The following documents must be attached to the proposal submitted to JNTO (\*),

In case that you have the qualification for Japanese ministries, you can omit submitting the following documents by submitting a copy of the qualification.

- ① Copy of registration certificate of proof of identity of the applicant.  
It must be a document issued by the government or other authorized institution in the applicable country.  
In case of legal entities such as companies, copy of the public deed of incorporation, and public deed proving the authority of the individual person representing the applicant (appointment as director, powers of attorney etc.).  
In case of individuals, copy of their DNI.
- ② Financial statements (most recent annual statements). In case of corporates/other legal entities, Corporate Tax declaration; in case of individuals, Personal Income Tax declaration.
- ③ Tax payment certification (most recent annual certification).  
Certificate of Good Standing issued by the Tax authorities (“Certificado tributario de estar al corriente de pagos”).
- ④ VAT registration certificate (Número de Identificación Fiscal - NIF).
- ⑤ Social Security Certificate of Good Standing, issued by the Social Security Agency.  
 (“Certificado de estar al corriente en obligaciones de la Seguridad Social”)

(\*) Copies of the above documents, made by camera or photocopier, are acceptable under the condition that they are the same size as the original and are high-quality reproductions.

- (4) Time, date and place of explanatory meeting  
An explanatory meeting will not be held.
- (5) Time, date and place of meeting regarding proposal  
Meetings will be held as necessary.

### 4. Others

- (1) The language used in the procedures of the Proposal Competition will be English and/or Japanese, and the currency will be Euro.
- (2) Inquiries for related information should be directed to the person in 3.(1) above.
- (3) Expenses for preparation and submission of the proposal will be borne by the person proposing the proposal.
- (4) There will be no secondary use of a submitted proposal without the permission of the

person who submitted the relevant proposal.

- (5) If a proposal contains any matters that are not true, such proposal will be invalidated, and the applicant who entered such matters may be suspended from participating in public bids.
- (6) If in regards to the content of a selected proposal, there is a request on the basis of the screening standards for JNTO's information announcements, such disclosure will be made using documents prepared in advance to be disclosed.
- (7) A person whose proposal has been selected is a person who was specified as the most suitable person as a result of the proposal competition, but until agreement procedures are completed pursuant to JNTO's accounting and other rules, no contractual relationship will arise between such person and JNTO.
- (8) To verify whether a person who submitted a proposal satisfies the requirements for participating in the proposal competition of section 2 above, a credit check may be performed. There may be cases where, even after selection, in light of the results of such credit check, an agreement will not be executed.
- (9) If payment of the agreement money is needed to be made by overseas remittance from Japan, then the participant must be able to receive overseas remittance. Further, any person receiving an order will be responsible for payment to tax authorities of any value added taxes.
- (10) The applicant, by the mere submission of his proposal agrees and abides to be bound by the terms and conditions in this Notice of Proposal Competition and the Request For Proposals.
- (11) Other details will be as set forth in the Request For Proposal.

End