

Notice of Proposal Competition

[12 September 2023]

Japan National Tourism Organization (JNTO)
Madrid Office General Manager Valentin Shestak

We hereby announce the following proposal competition.

1. Overview of Project

(1) Name of Project

Project to carry out a joint advertising campaign with airlines and travel agencies in the Spanish market in FY2023

(2) Details of Project: Carry out a joint advertising campaign in coordination with several airlines and travel agencies, with the aim of encouraging the tourism of Japan.

(3) Performance Period: until 15th March 2024

2. Requirements to participate in the proposal competition

(1) 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.

- 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 who is not being suspended from transactions by request of the Budget and Accounts Division of the Minister's Secretariat in the Organization of the Ministry of Land, Infrastructure, Transport and Tourism.

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

- (2) Period of delivery of the Request For Proposals
From 12th September until 4th October 2023 (must be received by 17.30 CENTRAL EUROPEAN TIME - CET)
- (3) Place of delivery of the Request For Proposals
Same as (1) above.
- (4) Method of delivery of the Request For Proposals
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.
- (5) Deadline of submission of proposal
By 5th October 2023 (must be received by 12h00 CENTRAL EUROPEAN TIME - CET)
- (6) Method of submission of proposal
Limited to hand delivery, by post or by JNTO File Transfer System
【Matters to note】
 « By post »
 - The proposal must be received by the submission deadline, and record of delivery must be certifiable). « Email »
 - Send an email to notify your submission after submitting the electronic file of your proposal by another email in case the submission failed due to the size of the file.
 - JNTO will reply to your notification email to let you know that the proposal is received.
 - The email with the proposal attached must be received by the submission deadline.
 - Submit the proposal well before the deadline to allow enough time to respond to failed delivery of email. « JNTO File Transfer System »
 - If you prefer submitting the proposal in electronic form, you can use JNTO File Transfer System. Make a request for the upload URL to the email address shown in (3.1).
 - Finish uploading the proposal to JNTO File Transfer System by the submission deadline.
 - Make a request prior to the submission deadline that allots enough time to notify you about the URL and upload the file.
- (7) The following documents must be attached to the proposal submitted to JNTO (*). In case you have qualification certificates in participating tenders issued by Japanese ministries, you can submit such qualification documents, as alternatives.
 - (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.
- (8) Time, date and place of explanatory meeting
An explanatory meeting will not be held.
- (9) Time, date and place of meeting regarding proposal