

Notice of Proposal Competition

[17 October 2023]

Japan National Tourism Organization (JNTO)
Madrid Office Executive Director Valentin Shestak

We hereby announce the following proposal competition.

1. Overview of Project

(1) Name of Project

Project to exhibit the Japanese stand at Bolsa de Turismo de Lisboa (BTL)2024 in the Portuguese market [Fiscal Year 2023]

(2) Details of Project: Exhibit the Japanese stand at BTL 2024 to be held in Lisbon, with the aim of increasing interest in traveling to Japan.

(3) Performance Period: until 18th 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

JNTO Madrid Office, Person in charge: Chiyo Yamazoe

Address: Carrera de San Jerónimo 15 3^oC 28014, Madrid Spain

- (2) Period of delivery of the Request For Proposals
From 17th October until 6th November 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 7th November 2023 (must be received by 12h00 CENTRAL EUROPEAN TIME - CET)
- (6) Method of submission of proposal
Submit to the URL below
URL : <https://jnto.box.com/s/015g82ycwep0qrl4pm4xkqg93d7sdlr2>
Contact : Chiyo Yamazoe (info_madrid@jnto.go.jp)
- (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 Documento Nacional de Identidad DNI (for Spanish nationals) or Cartão de Cidadão (for Portuguese Nationals).
 - (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” in case of Spanish companies or “Declaração da situação contributiva” in case of Portuguese companies).
 - (4) VAT registration certificate (Número de Identificación Fiscal – NIF in Spain, Número de Identificação Fiscal or Número de Contribuinte in Portugal).
 - (5) Social Security Certificate of Good Standing, issued by the Social Security Agency.
 (“Certificado de estar al corriente en obligaciones de la Seguridad Social” in Spain and “Declaração de Situação Contributiva perante a Segurança Social” in Portugal).
- (*) 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
Meetings will be held as necessary.

4. Others

- (1) The language and the currency to be used in the procedures shall be the English or Japanese language and 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) Because payment of the agreement money will be by overseas remittance from Japan, 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 result of the proposal competition consisting of the following information shall be published: the name and address of an entity whose proposal is selected, the name of an individual who represents such entity, and the date of selection of such entity's proposal.
 - (12) Other details will be as set forth in the Request For Proposals.

End