Brussels, 18 October 2019

Subject: Supporting Regulatory Acceptance of IMI Results - IMI.2019.OP.01

Dear Madam or Sir,

1. The Innovative Medicines Initiative 2 Joint Undertaking (IMI2 JU) is planning to award the contract referred to above. The procurement documents consist of the contract notice, this invitation letter, the tender specifications with their annexes, and the draft contract.

2. If you are interested in this contract, you should submit a tender in one of the official languages of the European Union.

3. You must submit your tender exclusively on paper, in one original and three copies.

4. Tenders must be perfectly legible so that there can be no doubt as to words and figures and drawn up using the model reply forms in the tender specifications.

5. The period of validity of the tender, during which tenderers may not modify the terms of their tenders in any respect, is four months from the deadline for submission of tenders, indicated in Section 1.3 of the Tender Specifications.

6. Submission of a tender implies acceptance of all the terms and conditions set out in the procurement documents and, where appropriate, waiver of the tenderer’s own general or specific terms and conditions. The submitted tender is binding on the tenderer to whom the contract is awarded for the duration of the contract.

7. All costs incurred for the preparation and submission of tenders are to be borne by the tenderers and will not be reimbursed.

8. A maximum of two representatives per tender can attend the opening of tenders as provided in Section IV.2.7 of the contract notice. For organisational and security reasons, the tenderer must provide the full name of the representatives at least 3 working days in advance, to: procurement@imi.europa.eu. Failing that, the contracting authority reserves the right to refuse access to its premises.

9. This invitation to tender is in no way binding on the contracting authority. The contracting authority’s contractual obligation commences only upon signature of the contract with the successful tenderer.

10. Up to the point of signature, the contracting authority may cancel the procurement procedure without the candidates or tenderers being entitled to claim any compensation. This decision must be substantiated and the candidates or tenderers notified.

11. Once the contracting authority has opened the tender, it becomes its property and it shall be treated confidentially.

12. You will be informed of the outcome of this procurement procedure (award decision) by e-mail only. It is your responsibility to provide a valid e-mail address together with your contact details in your tender and to check this e-mail address regularly.

If processing your reply to the invitation to tender involves the recording and processing of personal data (such as your name, address and CV), such data will be processed pursuant to Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data. Unless indicated otherwise, your replies to the questions and any personal data requested are required to evaluate your tender in accordance with the specifications of the invitation to tender and will be processed solely for that purpose by the data controller. Details concerning the processing of your personal data are available on the privacy statement at: http://ec.europa.eu/dataprotectionofficer/privacystatement_publicprocurement_en.pdf.
Your personal data may be registered in the Early Detection and Exclusion System (EDES) if you are in one of the situations mentioned in Article 136 of the Financial Regulation¹. For more information, see the Privacy Statement on http://ec.europa.eu/budget/explained/management/protecting/protect_en.cfm

[ SIGNED ]

Pierre Meulien
Executive Director
Authorising Officer