10 September 2020

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5. **General information**

**Full name, registration number:** Evolution Georgia LLC

**Postal address:** #1 Eristavi Tornike str., Tbilisi, Georgia

**Internet address:** www.evolutiongaming.com

**Short description of the contract/procurement:** Around-the-clock provision of snack and coffee services to company employees and their guests (24 hours a day, 7 days a week).

**Place of provision of service:** #2 Eristavi Tornike, Tbilisi, Georgia

**Period of validity of the contract:** 12 months

Companies who are interested in the participation in tender shall submit their proposals through the electronic system –

To the e-mail address: [**geotender@evolutiongaming.com**](mailto:geotender@evolutiongaming.com) **and** [**mbiniashvili@evolutiongaming.com**](mailto:mbiniashvili@evolutiongaming.com)

**Deadline September 24th, 2020**

The Evolution Gaming leads the way in B2B Live Casino services delivered to the customers’ players via multiple channels and devices. Through company’s innovative software, well-established enterprise-class infrastructure and people, Evolution Gaming adds real value to its’ customers’ gaming businesses.

The Evolution Gaming has been operating in Georgia, through Evolution Georgia LLC (Company), since January 2018 and runs its work during 24/7. The number of employees is actively increasing on monthly based. Nowadays, the company totally counts 2000+ staff members and is still increasing. Consequently, adequate coffee and snack delivery service is in high demand from our company. Currently the company is already offering coffee and snack vending machines for the employees, while coffee is for free and snack for charge.

**A professional, experienced coffee supplier is crucially important to provide solid coffee and snack delivery processes as well as maintenance service and arrange the control management on it.**

We are pleased to invite interested parties to participate in an open tender.

1. **Who can apply for participation in the tender and tender process**

**Who can apply for participation in the tender**: The vending machine companies offering good quality of coffee and variety of snacks with a respective experience in this field are invited to apply for participation in the tender. It will be considered an advantage, if the company has at least 3 years of experience.

**Tender process and criteria.** 2 rounds are provided in the tender process.

**Description of the tender rounds:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Round of the tender** | **Who participates** | **What is necessary to submit/organize** | **What and how will be evaluated** |
| Round 1 | All those who expressed interest | -Requisites and contact information printed on the company’s letterhead including the below listed information:  -Name/identification code of the company  -Legal address  -Name/surname of the authorized person of the company  -Name/surname of the contact person of the company  -Brief information of the activities of the company (brief description of the activities, expertise, reference letters, list of partner companies, etc.)  -Letter(s) of recommendation  -Presentation of vending machines and list of possible products offered in snack machines | * Experience in the area and partner companies; * The breadth of the offer; * Prices; * Vending machines technical characteristics and user-friendliness and design. |
| Round 2 | Those who qualify in Round 1 | -Degustation of coffee must be organized  -On- site presentation of the vending machines | * Design of the models; * Preventability; * Variety of options; * Taste. |

**Documents to be submitted.** Registration certificate, composition of employees, work organization plan, references from previous clients (if available)

Tender will be

**Tender deadlines:**

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| --- |
| 1. **Round 1**Informing selected tenderers |
|  |
| 1. **Round 2 –** tasting at the selected tenderers and offered corporate price |
| 1. **Deadline for conclusion of the contract** |
|  |

1. **Tender conditions**

Tenderers must familiarize themselves with all conditions and the attached contract and its annexes. By signing this regulation, it must be certified that the tenderer can meet all these conditions in an appropriate quality.

**3.1. Conditions for services**

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| --- | --- |
| **Subject matter of conditions** | **Conditions** |
| 1. Coffee/snack Vending Machine | * 1. 3 coffee vending machines *(1830\*H x 620W x 735D)* without payment (cash, card) support;   2. 2 snack vending machines *(1830\*H x 980W x 940D)* with the option with payment (cash, card) support;   3. Coffee and Snack vending machine could be offered with various design |
| 1. Ingredients | * 1. There must be coffee bins, milk granules, sugar and cups available   2. There must be the possibility to offer couple of coffee options with milk variations (latte, cappuccino etc.)   3. There must be variety of snacks (chocolates, snacks, drinks etc.) |
| 1. Client service | * 1. Service must be provided in a similar quality around-the-clock (24/7). This means that coffee and snack machines are available and functional at any time of the day;   2. Maintenance service for vending machines to be included by contractor company |

* 1. **Economic conditions and conditions related to work organization**

**Communication with supervisory authorities:** When supervisory authorities carry out inspections or controls, the Contractor must provide appropriate representation and communication with respective authorities.

**Rules for labour order, security and video surveillance:**

* The Contractor must familiarize its employees with the Company's internal rules for labour order (work safety, protection and fire safety), which the Contractor and its employees must strictly observe while staying in the Company's building (the binding rules are in the annex to the contract);
* The security system usage rules are binding for the Contractor;
* The Contractor is aware that the building is under video surveillance.

**Fingerprint system usage rules:**

* At least 2 working days prior to commencement of activity, the Contractor must submit to the Company's Reception employees a Request for granting access;
* The Contractor must notify the Company of the dismissal of the employee not later than within 24 hours by submitting (by e-mail) an informative letter to the Company's Reception employees;
* Failure to comply with the mentioned requirements of this paragraph may be the cause of termination of the contract.
  1. **Legal information and conditions related to the contract**

|  |  |
| --- | --- |
| **Condition** | **Description** |
| Availability of services | The services provided by the Contractor are available only to the Company’s employees and their guests. |
| Lease of premises | In order to provide the Service, the Company transfers the premises to the Contractor for lease free of charge. |
| Costs covered by the Customer: | The Company covers costs of:   * Lease of premises; * Electricity; * Water; * Heating; * Sewerage; * Premises cleaning in the part of the dining hall of the Premises; |
| Permissions for providing the service | The Contractor ensures that it has/will have the valid necessary permissions for the provision of vending machines services at the time of provision of the Service and during the entire period of validity of the Contract, it will have all necessary licenses, permits or registration as required by the Georgian laws and registration will not be cancelled during the period of validity of the Contract. |
| Restrictions | The Contractor is not entitled to offer and sell alcoholic beverages and any tobacco products at the Company’s premises. |
| Responsibility of the Contractor | The Contractor is responsible for direct financial loss caused to the Company and its employees, as well as for damage to human life and health caused due to the Contractor's fault. |
| Insolvency | There are no valid insolvency cases; |
| Taxes | There are no tax debts to the State or any limitations or encumbrances on the activities of the company at the time of submission of the offer and conclusion of the contract. |

1. **Consent to participate in the tender**

The Contractor hereby confirms that has familiarized itself with the tender regulation and the offer submitted by the Contractor complies with all paragraphs of this tender regulation.

Information about this tender and information contained in this regulation are confidential and may not be disclosed to third parties.

Contractor (name): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Position, signature, printed name, date