

NOTICE FOR THE ESTABLISHMENT OF A LIST OF PROFESSIONALS FOR THE SUBCONTRACTING OF ASSISTANCE AND CONSULTANCY SERVICES IN THE FRAMEWORK OF THE MANAGEMENT OF R&I OR ETC PROJECTS FINANCED BY THE EUROPEAN UNION

The Responsible for the procedure: Mr. Andrea Condotta

INTRODUCTION

The company F.LLI CODOGNOTTO DI CODOGNOTTO GIANFRANCO & C. S.n.c. - with registered office in Salgareda (31040 - TV), in Via Dell'Artigianato n. 7, tax code and VAT number 00359320264, PEC codognotto@codognotto.legalmail.it (hereinafter "Proposing Organisation" for reasons of brevity), in relation to the performance of its activities in the management and implementation of R&I or ETC projects financed by the European Union, intends to establish a list of professionals for the assignment of assistance and consultancy services.

The Codognotto Group is one of the most dynamic companies in the European transport and logistics sector, characterized by a constant desire to innovate its services. The approach to innovation is configured as the research, development and selection of the most interesting solutions for the purpose of maintaining and increasing company competitiveness in the medium and long term, contributing to the design and offer on the market of high added value services.

Codognotto benefits of a wide network of collaborations with more than 40 research centers and universities at European level. By way of example, it is partner of the Contract Logistics Observatory of the Polytechnic of Milan, it's the main sponsor of the Masters in Transport and Logistics of the Venice University Institute of Architecture (IUAV) and of the ITS Marco Polo Foundation of Venice. The Group is also partner of several R&I and ETC projects financed through EU funds.

Any selection procedure related to the aforesaid profiles is to be considered an autonomous and separate procedure; the general aspects indicated in this notice are intended solely to define the procedures for the collection and establishment of a professional list to be used for the assignment of assistance and consultancy services.

The aforementioned list will be used for the assignment of services of less than € 40,000.00, pursuant to art. 36 of Legislative Decree 50/2016.

1. SUBJECT OF THE NOTICE

This procedure intends to define the rules and modalities for collecting the Curriculum Vitae of Professionals potentially suitable to offer the services related to the profiles indicated in art. 3 "Professional Profiles", according to the procedures set out in art. 5 "Terms of registration to the List".

Any service awarded by using the List is intended for both sexes.

2. PROPOSING ORGANISATION

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3. PROFESSIONAL PROFILES

The professional profiles to be included in the list will be involved in the management of various activities and task of Codognotto Group, with particular reference to the projects financed by local, regional, national and European funds, such as: Horizon 2020, CTE, CEF, ERDF, ESF.

The requested profiles, which can be further integrated with subsequent communications, are the following:

- experts in the management and implementation of administrative activities related to the project life-cycle, such as consortium management and related procedures;
- experts in the organization and management of promotional and dissemination activities;
- experts in the management and implementation of financial and reporting activities.

4. NATURE OF PERFORMANCE AND FRAMEWORK

The services are intended to be purely consultative and to be carried out in full organizational autonomy and without any obligation of subordination towards the Proposing Organisation, but, in any case, in agreement between the Parties.

The selected profiles will be able to use the equipment made available at the Proposing Organisation's premises, carrying out their activities without observing specific working time, but having regard to the opening hours of the proposing Organisation's office.

In the execution of the assignment, the selected profiles will abide by the normal diligences required by the Law and by the Uses.

The Proposing Organisation will provide all the information necessary for the complete fulfilment of the mutually agreed tasks upon assignment through the stipulation of a specific contract.

5. TERMS OF REGISTRATION TO THE LIST

The Curriculum Vitae must be sent by e-mail to: marketing@codognotto.com or, alternatively, by post to the Proposing Organisation premises.

The terms of this Notice are intended to be open, given the Proposing Organisation's need to keep the List updated without interruption.

6. SELECTION PROCEDURE

In case of need, the selection of Professionals registered in the List with respect to the profiles referred to in art. 3 "Professional Profiles" will be carried out by evaluating the qualifications and experiences acquired, certified by the Curriculum Vitae.

A technical interview could be requested to the preselected candidate, in order to assess its suitability with respect to the reference profile.

7. DURATION OF THE REGISTRATION AND UPDATE OF THE LIST

The List is open. Therefore, it is possible to submit a Curriculum Vitae at any time, according to the procedures set out in art. 5 "Terms of registration to the List".

The List has an undetermined validity, until otherwise specified by the Proposing Organisation in a specific communication.

The duration of the registration of the profiles in the List is equal to the duration of the List itself.

Any Professional has the right to update his/her Curriculum Vitae, by sending the updated documentation according to the procedures set out in art. 5 "Terms of registration to the List".

In similar way, Professionals are entitled to request cancellation from the List at any time. The Professional will be notified of the cancellation from the List.

8. METHOD AND PURPOSE OF USING THE LIST

The Proposing Organisation reserves the right not to use the Professionals registered to the list, or to partially refer to them, in the following cases:

- it is possible to use internal resources, equipped with appropriate professional requirements and technical capacity;
- the services are not available considering the Professionals registered to the List are due to their technical or qualitative characteristics, or for the degree of specialization and/or organization required;
- the Proposing Organisation deems it useful to increase the competitiveness compared to the registered professionals, through the launch of a specific competitive and open procedure.

9. TREATMENT OF PERSONAL DATA

Pursuant to Legislative Decree 196/03, the Proposing Organisation informs that the personal data* provided by the interested parties will be used by the Proposing Organisation and its Group exclusively for the purposes related to this Notice and in the event of any future assignment.

Data retention may be carried out through computer and paper archives and will be processed in compliance with Legislative Decree 163/06 and subsequent amendments.

By sending the Curriculum Vitae, the interested Candidates express their consent to the processing of their personal data. The Data Controller is F.lli Codognotto di Codognotto Gianfranco & C. S.n.c., in the person of Mr. Flavio Codognotto.

At any time, the Candidate may exercise his/her rights towards the Data Controller, pursuant to the aforementioned Legislative Decree. 196/2003 and EU Regulation GDPR 2016/679 of 27 April 2016, by sending an email to marketing@codognotto.com.

Salgareda, 05.03.2018



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