

TAG e-PROCUREMENT PLATFORM ELECTRONIC BIDDING RULES AND REGULATIONS

Published on 26.07.2022

Art.1

Scope

1.1 These rules and regulations govern the electronic bidding procedure (hereinafter “Bidding”) following which the Bidders are invited to submit their Bids.

1.2 The Bidders take part to the Bidding connecting via Internet to the TAG GmbH website <https://b2b.taggmbh.at/sap/bc/nwbc> (herein after “the Portal”). They will send their Bids electronically and in accordance with the following procedures.

Art.2

General Rules

2.1 The Bidder’s acceptance of these rules and regulations allows the Bidder to participate in the Bidding.

2.2 The acceptance of the rules and regulations has additionally to be even given online at any access to the Portal. Non-acceptance will cause the impossibility to gain access.

Art.3

Access Procedures

3.1 The minimum hardware, software and internet requirements needed for the participation in the Bidding are published in the User Manual published on the Portal. The purchase, installation, configuration and the hardware and software maintenance are in sole charge and under the responsibility of the Bidder.

3.2 The participation in the Bidding requires the Bidder’s registration on the Portal and the identification by a user code (UserId) and operating code (password) each assigned by TAG GmbH and sent to the Bidder by e-mail.

3.3 To the purpose of registration and allocation of UserId and password, the Bidder is asked to provide his own data and any information needed for his correct identification by the “Registration Form” which is to be sent to TAG GmbH duly filled in. Moreover the Bidder is asked to notify in writing any modification of his own personal data.

3.4 The Bidder gives TAG GmbH the authorization, to carry out in succession the recording of contacts and transactions by telephone or computerized systems occurred during the participation in the Bidding.

3.5 The Bidder(s) is(are) only allowed to use the web application to submit its (their) Bids. Bids submitted by different means (e.g. fax, phone or e-mail) will not be accepted and will lead to a disqualification of the relevant Bidder.

3.6 No multi-session logins are permitted.

3.7 TAG GmbH will forward any and all information and notices to the Bidder to the e-mail address stated in the Registration Form.

3.7.1 Requests by Bidder(s) concerning changes of e-mail address are only allowed on working days and not less than 24 hours prior to the start-up of the Bidding event.

3.8 Further instructions for access to the Portal and the participation in the Bidding are provided in a specific electronic document (User Manual).

3.8.1 If any information is missing or incomplete or if the operating procedures are not observed, it will not be possible for Bidder to participate in the Bidding.

3.9 The Bidder may contact the technical assistance while the Bidding is running by telephone. The telephone numbers are published on the User Manual.

Art.4

Rules for the Use of the Password

4.1 The password allocated to the Bidder is unknown to TAG GmbH's personnel.

4.2 Each Bidder is obliged to change the password at the first access to the Portal and has the right to modify it whenever he wants.

4.3 Each Bidder shall keep the password secret. The Bidder is responsible for the safe keeping and the correct use of the UserId and password. The Bidder is also responsible for their improper use, however occurred, even in case of loss or theft.

4.4 The direct, indirect, total, partial, voluntary or involuntary divulgence of the password to third parties is wholly under the responsibility of the Bidder, who will be liable for any damage suffered by TAG GmbH as a consequence of the divulgence of the password.

4.5 In case of loss or theft of the password the Bidder has to inform TAG GmbH immediately. TAG GmbH will procure the blocking of the UserId. The Bidder shall be responsible for any use of UserId and password until notification of the blocking.

Art.5 Bidding Procedure

5.1 The invited Bidder shall submit their computerized Bids on the basis of an electronic procedure implemented by TAG GmbH and in accordance with the User Manual.

5.2 The Bidding starts on the date and at the hour of receipt of the “Bidding Publication Notice” (hereinafter “Notice”), and expires on the date and at the hour indicated in the Notice. The official Austrian hour is that of TAG GmbH’s Bidding System (hereinafter “System”).

5.3 The bids shall be in accordance with the bidding documentation which can be visualized on the System. Each Bidder guarantees that the Bids will be submitted by a person authorized to represent the Bidder.

5.4 Besides Bidders, the persons entrusted by TAG GmbH with the performance of the bidding procedure have access to the System. The name and number of Bidders are not visible to the other Bidders.

5.5 TAG GmbH guarantees the confidentiality of the technical or commercial information received by the Bidders.

5.6 The bidding event expires automatically and contemporary for all Bidders by means of the System.

5.7 TAG GmbH reserves the right, at its sole and absolute discretion, to cancel the Bidding and not to proceed with any award. In this case the Bidder will not have the right to claim damages.

5.8 The award of the Bidding shall conform to the provisions of the bidding documentation.

5.9 The Bidding process can only be suspended when the relevant system is malfunctioning.

5.10 In case the technical problems persist and cannot be solved during the bidding event the bidding event has to be considered as null and void.

5.11 In case the relevant system is working properly, any claims made by Bidder during the bidding process will not be considered by TAG GmbH.

5.12 The Bidder cannot enter his Bid into the System after the Bidding expiry.

5.13 The acceptance and compliance of these rules and regulations is the prerequisite to participate in the bidding.

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Place and date

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Signature(s) of authorised representative(s)
Name(s) in block letters

Please sign and return this document simultaneously with all other required registration documents in original and sent by courier and anticipated per e-mail (or alternatively sent per e-mail, provided with encrypted electronic signature to commercialservices@taggmbh.at), at latest by 08.08.2022, 04:00 p.m.

E-mail to: commercialservices@taggmbh.at

CC: f.ahammer@taggmbh.at; a.podesta@taggmbh.at; r.tebaldi@taggmbh.at