

CT 2063/1998

Contracts Circular N° 34/2000  
Department of Contracts  
Notre Dame Ravelin  
Floriania

To Heads of Department  
and Parastatal Bodies

2nd August 2000

### **ETC Certificate in Tenders for Works and Services**

Further to Contracts Circular No. 35/99 concerning the ETC Certificate.

It is being noted that Procurement Officers, when compiling tender documents, are including the ETC Certificate clause in cases where this is either evidently not required or where it may only apply indirectly or minimally.

As indicated in the original Circular, this clause should not be included in tender documents relative to purely supply contracts, for example, medicines.

For avoidance of doubt procurement officers are to note that the ETC certificate requirement condition should henceforth read as follows:

“Tenderers are required to annexe with their offer a certificate issued by the Employment and Training Corporation, indicating the number and details of employees duly registered with the Corporation. In those cases where tenderers intend to sub-contract part of the works, they are to produce an authentic certificate from ETC indicating the respective Registration number of the nominated sub-contractors. Any tenderer or sub-contractor who fails to provide the required certificate with his offer or when requested to do so, will not be eligible for the award of the contract.

With regard to supply contracts the Director of Contracts or the Head of Department / Corporation concerned reserve the right to request the submission of the ETC Certificate, prior to the award of the contract, in respect of that part of the contract which may involve local labour (for example, installation, commissioning or maintenance). This will apply also in those cases where the tenderer is a foreign firm which intends to utilize local sub-contracting for the elements of the contract just mentioned. The proviso in the last sentence of the preceding paragraph shall also apply in such cases”.

The co-operation of all procurement officers would be appreciated.

J V Spiteri  
Director of Contracts

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