

Department of Contracts
Notre Dame Ravelin
Floriana

To Ministries and
Heads of Department

09 December 2008

National and European Union Flags

1. Ministries, Heads of Department and Accounting Officers are requested to note that the period contract for the supply and delivery of National and European Union Flags to Government Departments and Parastatal Bodies, as and when required, has been placed with the contractors shown below at the prices indicated and which are inclusive of all charges and 18% VAT.

Astor Co Ltd
Astor House
St Julian's Road
Birkirkara

Tel: 21447309
Fax: 21498291
VAT No.: 1329-3526

National Flags

1.	Flags, National outdoor type in accordance with the attached specifications. Approx. Meas: 275cm x 183cm	€32.47
2.	Flags, National outdoor type in accordance with the attached specifications. Approx. Meas: 183cm x 122cm	€16.48
3.	Flags, National, outdoor type in accordance with the attached specifications. Approx. Meas: 138cm x 92cm	€11.58

European Union Flags

1.	Flags, European Union outdoor type in accordance with the attached specifications. Approx. Meas: 275cm x 183cm	€49.88
2.	European Union Flags outdoor type in accordance with the attached specifications. Approx. Meas: 183cm x 122cm	€23.20
3.	European Union Flags outdoor type in accordance with the attached specifications. Approx. Meas: 138cm x 92cm	€19.20

2. Payments are to be made direct to contractors.
3. User departments are requested to ascertain that the flags supplied are of the same quality as sample bunting material submitted for testing and approved by the Malta National Laboratory and this by periodically submitting samples of the flags for testing at the National Laboratory, San Gwann. In all cases laboratory test reference numbers 278/08 dated 16 September 2008 should be invariably quoted.
4. Heads of Department are to ensure that the flags supplied apart from having the dimensions quoted above are to have the selvages securely helmed. All flags are to be supplied complete with brass swivels attachments and head rope.
5. This contract shall run from the 02 January 2009 up to the 31 December 2009.
6. The conditions regulating this contract are attached and Heads of Departments are requested to ensure that these conditions are strictly adhered to.
7. This contract is also governed by the attached 'General Conditions of Contract for the Supply of Goods and Materials under a Running Period Contract.'

F. Attard
Director General (Contracts)

SPECIFICATIONS AND CONDITIONS FOR THE SUPPLY OF NATIONAL AND EUROPEAN UNION FLAGS

Scope of Contract

1. This contract provides for the supply and delivery, inclusive of Value Added Tax, Customs Import Duty, ECO Contribution (if any) and other charges as applicable, to Government Departments and Parastatal Bodies as and when required, of National and European Union Flags as described in the attached specifications. Supplies shall be made in accordance with the attached General Conditions of the Contract for the supply of goods and materials under a running (Period) contract insofar as these are not inconsistent with these specifications and special conditions.

Period of Completion

2. This contract shall run from the 02 January 2009 up to the 31 December 2009. However the validity of the contract may be extended for a further period of 2 months after the due termination date.

Quantities

3. The quantity shown on the schedules is only indicative and where necessary may be exceeded. However Government reserves the right not to order the whole quantity shown against each item and Government would not by doing so be held liable to any damages or other cost whatsoever.

Specifications

National Maltese Flag – Schedule ‘A’

4. The Maltese National Flag shall have two equal white and red vertical stripes with the George Cross emblem on the white stripe, upper corner. The red colour shall conform to British Admiralty colour Code No T1144 whilst the white to colour Code No T1145.
5. Flags shall be manufactured from bunting material of good quality texture being 100% woven polyester and weighing minimum 150 grms per square metre. Tenderers must ensure that all selvages are securely helmed.
6. The National Flags must bear the George Cross emblem in silver grey background with black letters, circles and St. George. The emblem is to be edged in red and sewn on both sides as per attached illustration. Proportion of Flag is A(2): B(3).

C - 5/18 of A (width)

D - 2/27 of A (width)

E - 1/27 of A (width)

- F - (Red Perimeter) - $1/16$ of D
- G - $1/8$ of B (length)
- H - (Inner Diameter) - D
- I - (Outer Diameter) - The Diagonal of D

7. The flags are to be supplied complete with brass swivels attachments and head rope.

European Union Flag – Schedule ‘B’

Specifications

- 8a. The European flag and emblem is in the form of a blue rectangular flag of which the fly is one and a half times the length of the hoist. Twelve gold stars situated at equal intervals form an undefined circle, of which the centre is the point of intersection of the diagonals of the rectangle. The radius of the circle is equal to one third the height of the hoist. Each of the stars has five points, which are situated on the circumference of an undefined circle of which the radius is equal to $1/18$ of the height of the hoist. All stars are upright - that is to say, with one point vertical, i.e. (pointing upwards), and two points in a straight line at right angles to the mast.
- b. The emblem shall be in the following colours:

Pantone reflex blue for the surface of the rectangle;
Pantone yellow for the stars.
- c. The circle is arranged so that the stars are in an upright position and appear in the position of the hours on the face of a clock. Their number is invariable.
- d. A graphic pertaining to the European flag/emblem is attached to this document.
- 9. Flags shall be manufactured from bunting material of good quality texture being 100% woven polyester and weighing minimum 150grms per square metre. Tenderers must ensure that all selvages are securely hemmed.
- 10. The flags are to be supplied complete with brass swivels attachments and head rope.

Samples

- 11a. Tenderers are required to submit samples, for both National and EU Flags, of a minimum length of 300mm at full width, of the material and shade they propose to use for the manufacture of the flags.
- b. Moreover a sample flag (of each type) in accordance with the specifications in the schedule of quantities must be submitted in order to show workmanship;

- c. Samples are to reach the Procurement Section of the Contracts Department, Floriana, by the closing date and time fixed for the submission of tenders. Samples are to bear a label marked clearly with the name and address of the tenderer. Failure to comply with this conditions will invalidate the tender.
- 12. Supply shall only be made against a written Requisition or Order by the Head of Department concerned or his representative. Government will not accept liability for verbal orders and will not meet claims for any value thereof even though the material may have been supplied and made use of by the Department concerned. Delivery shall be effected within not more than ten (10) working days from the date of the written order or requisition The contractor shall, however, be bound to keep in stock at all times a supply equivalent to 5% of the quantities indicated in the schedule, which stocks shall cater for any emergency requirement as duly approved by the Director of Contracts.
- 13. The Head of department shall have the power to reject any consignment or part thereof, should it not be to his satisfaction or should the material not be in accordance with the specifications/sample submitted by contractor and approved by Government for award of contract. Any rejected material shall be collected by the contractor and replaced within ten days of the receipt of notice to that effect from the Heads of Department concerned. Vouchers shall be prepared for payment to the contractor when the material is to the entire satisfaction of the Head of Department concerned.