



Embassy of Italy
Ottawa

Public Notice for Sponsorship of Events and Activities under the 2025 Integrated Promotion Program

- Having regard to the D.P.R. 1 February 2010 no. 54, and in particular Article 29, which encourages the use of supplementary budgetary sources by Italian diplomatic and consular missions abroad, through sponsorships from companies, public and private entities;
- Having regard to Article 1 of the Decree 2 November 2017, no. 192 (Collaborations with private entities);

The Embassy of Italy in Ottawa hereby announces its intention to seek sponsorships for cultural, scientific, economic-commercial, and *networking* promotional initiatives to be held in Canada during the year 2025.

Interested parties will have the opportunity to promote their image, company name, or other distinguishing features in accordance with the terms to be agreed upon, as defined in a sponsorship agreement to be negotiated between the parties as described in this notice.

1) Promoter of the Initiative

The Embassy of Italy in Canada, located in Ottawa, 275 Slater Street, in its capacity as the entity responsible for the sponsorship procedure.

2) Recipients of the Initiative

The entity wishing to enter into a sponsorship agreement with the Embassy shall be referred to as the "*sponsor*." Sponsors may include public and/or private entities, businesses, and other parties who wish to promote their name, brand, activities, and/or products and services through a collaboration with the Embassy of Italy.

3) Elements of the Sponsorship Agreement

The relationship between the Embassy of Italy and the sponsors shall be governed by written agreements, executed in accordance with the applicable law. A "sponsorship agreement" refers to a reciprocal agreement wherein the recipient of the sponsorship procedure (the Embassy) offers, within the scope of the initiative, to a third party (the sponsor) the possibility to advertise its company name, logo, brand, or products in designated and pre-arranged advertising spaces to be defined in accordance with the specific event.

Any taxes, fees, levies, insurance costs, or similar charges that may arise from the execution of the contract shall be borne by the sponsor. The outcome of the sponsorship for the Embassy consists in achieving budgetary savings compared to the expected expenditure for organizing a given event or series of events.

4) Requirements for the Sponsor

In accordance with the principles of impartiality and equal treatment among interested parties, the sponsorship contract may be freely negotiated between the parties, provided that the sponsor does not fall within any exclusion criteria as set forth in Articles 94 and 95 of the legislative decree no. 36/2023 and Article 1 of the directive 2014/24/UE.

The sponsor must also meet the requirements for the provision of services, supplies, or works subject to the sponsorship.

The Embassy reserves the right to allow the presence of multiple sponsors for each initiative. No sponsor may claim exclusivity for the individual initiatives subject to sponsorship.

5) Duration of the Notice and Examination of Proposals

This notice shall remain published until 31/12/2025 and is in no way binding on the Embassy. It is intended solely for the receipt of one or more sponsorship offers from potentially interested parties. Sponsorship offers shall not be binding on the Embassy for the purpose of formalizing a contract. Should a submitted expression of interest be deemed worthy of further exploration, the potential sponsors will be contacted directly.

Sponsorship offers will be evaluated by the Embassy based on the principles of cost-effectiveness, efficiency, timeliness, and fairness as provided by the applicable law, in a framework of legality, good administration, non-discrimination, and transparency of administrative action. Finally, the Embassy reserves the right not to accept proposals which, due to the nature of the sponsorship and/or the sponsor's activities, are deemed incompatible with the institutional role of the

Embassy, could create conflicts of interest, damage image or activities of the Embassy, or violate Italian legal principles or statutory prohibitions.

6) Specific Contractual Clauses

The sponsorship agreement must include a specific clause allowing the Embassy to withdraw for reasons related to foreign policy, upon simple request, without conditions or limitations, at no cost, and subject only to the right to recover any advance payments made for provided goods or services. Any services already rendered and/or debt liabilities incurred shall not give rise to any restitution claims against the Embassy.

The Embassy shall not be held liable if exceptional and/or force majeure events, or any other circumstances not attributable to the Embassy itself, prevent the realization of the sponsored events. The parties will mutually agree on reimbursement methods in the event that a payment has already been made to the Embassy's account.

Under no circumstances shall third parties be allowed to substitute in the sponsorship agreement without written authorization from the Embassy of Italy.

7) Commitments of the Embassy

The Embassy will ensure significant visibility for the *Sponsors* during the events, according to their contribution, in designated and pre-arranged advertising spaces and on produced informational materials, including:

- display of the sponsor's logo on monitors during the event;
- opportunity for sponsors to suggest certain guests for the event's invitation list;
- mention of the sponsor in informational brochures, press releases, social media, official websites, etc.

8) Commitments of the Sponsor

Selected sponsors shall be obliged, in general, to provide financial support to the Embassy or offer services/supplies.

9) Submission of Expressions of Interest

Sponsorship offers must be submitted in writing via email to the following address: commerciale.ottawa@esteri.it and copied to ottawa.admin@esteri.it. The following documentation is required, under penalty of exclusion:

- a) The completed "SPONSORSHIP OFFER" form;
- b) A copy of an identity document.

For further information and clarification regarding the formalization of the sponsorship agreement, please contact the Administrative Office of the Embassy at the following email address ottawa.admin@esteri.it.

10) Personal Data Processing in accordance with the Regulation UE 2016/679/UE (GDPR)

Proponents consent to the processing of their personal data exclusively for administrative and accounting purposes. The data controller is the Embassy of Italy in Ottawa.

Ottawa, 22 January 2025

The Ambassador of Italy in Canada

Alessandro Cattaneo