



**INVITATION TO REGISTER IN THE REGISTRY
OF TOWAGE SERVICE PROVIDERS
WITHIN THE MARITIME AREA OF
JURISDICTION OF I.P.A. S.A.**

Igoumenitsa, 20-05-2026

Ref. No. 1489

SUMMARY OF THE INVITATION

CONTRACTING AUTHORITY: IGOUMENITSA PORT AUTHORITY SA

Main Activity: General Port Services

Address: TERMINAL 3 - Port of Igoumenitsa

P.C.: 46100, IGOUMENITSA

Tel.: 26650 99300

Email: olig@olig.gr

Website: www.olig.gr

Duration of provision of towage services: From the date of registration in the Registry until 18 January 2029.

This Call will be valid until 19/06/2026.

Requests for clarifications shall be submitted to the Contact Person:

Mr. Gkoutas Konstantinos, E-mail: worksdep@olig.gr .

The company under the trade name “Igoumenitsa Port Authority SA” ,

CALLS

Interested Towage Service Providers (mooring and unmooring at the port facility for vessels of any type, through which the safety of vessels operating in the Port of Igoumenitsa, their crews and port workers will be ensured, as well as the protection of the marine environment and the port’s infrastructure), **to submit an application for registration in IPA SA’s corresponding Registry of Providers**, in order to operate within its area of responsibility.

1. AWARD - SUBJECT MATTER OF THE INVITATION

- i. This invitation for the submission of applications is published on the website of IPA SA. Interested Service Providers may submit applications along with the relevant supporting documents. Applicants meeting the requirements of this invitation will be invited to sign the relevant contracts. Subsequently, IPA SA will post the details of the contracting Providers and the corresponding pricing schedule in the Registry of Towage Service Providers of the Port of Igoumenitsa.

- ii. The invitation for submission of applications is also available at the Port Services & Works Directorate of IPA SA (Passenger Terminal T3, New Port of Igoumenitsa, 46100, Igoumenitsa, Greece), and information may be obtained from Mr. Konstantinos Gkountas during business days and hours.
- iii. Requests for clarifications or additional information shall be submitted by email to olig@olig.gr and worksdep@olig.gr and shall be answered in writing at the respective email address. Requests for additional information and clarifications, along with the corresponding responses of IPA SA, shall be published on the company's website www.olig.gr.

1.1) Description of the institutional framework, physical and financial subject matter of the invitation - Duration

A. Institutional Framework

This award procedure is governed by the terms of this Invitation, its Annexes, and, supplementarily, by:

- i. Law 5048/2023, which ratified the Concession Agreement dated 29-03-2023 signed between IPA SA and the Hellenic Republic;
- ii. The provisions of Presidential Decree 83/2022 "Regulation governing matters concerning tugboats" with respect to the technical specifications for their design and construction, bollard pull, stability, fire-fighting and anti-pollution equipment", and its amendment pursuant to Article 55 of Law 5116/2024 (Government Gazette 100/A/3.7.2024);
- iii. The particular features, spatial layout, and characteristics of the Port;
The type, technical characteristics, and additional manoeuvring capabilities of the vessels that usually call at the port facility;
- v. The need to provide high-quality port services ensuring the safety of vessels operating within the port facility, their crews and port workers, as well as the protection of the marine environment and port infrastructure; vi. The Regulation on Safe Mooring/Unmooring of Vessels at the Port of Igoumenitsa;

vii. Regulation (EU) 2017/352 of the European Parliament and of the Council of 15 February 2017, establishing a framework for the provision of port services and common rules on the financial transparency of ports (Text with EEA relevance).

B. Physical Scope – Schedule of Charges – Duration

The purpose of this Invitation is the submission of applications by Economic Operators for their registration in **IPA SA Registry of Towage Service Providers**, in order to operate within its area of responsibility.

Specifically, the provision of towage services concerns the actions required during mooring and unmooring at the port facility for vessels of any type, by which the safety of vessels operating in the Port of Igoumenitsa, their crews and port workers will be ensured, as well as the protection of the marine environment and the port's infrastructure.

The equipment that will be used by the economic operators for the provision of the above Towing Services and in accordance with article 4 par. d of EU Regulation 352/2017, should be installed in the premises of the Port of Igoumenitsa and be available to all Port users without interruptions, day and night and throughout the year, in order to ensure the immediate and uninterrupted provision of the above Port Services.

C. Financial Scope - Schedule of Charges

Each Economic Operator submitting an application shall also submit the corresponding Schedule of Charges for the provision of Towage Services.

D. Duration

The duration of registration in the Registry is defined from the date of registration therein until 18 January 2029.

E. Submission of Applications

Applications must be submitted either via the i-Supplies platform or by email to the Protocol Office at:

olig@olig.gr.

The competent officer for providing further information regarding the submission procedure is Mr. Konstantinos Gkoutas, tel.: +30 2665099316, and email: worksdep@olig.gr.

1.2) Eligible Candidates

- i. Eligibility to participate in the present procedure is granted to natural or legal persons, associations of economic operators/consortia (of legal or natural persons), or branches of legal persons of third countries that are lawfully established in Greece, operate in the field of Towage Services, and possess the qualifications and meet the criteria set out in Section 2. Associations of economic operators/consortia, including temporary joint ventures, are not required to adopt a specific legal form for the submission of an application. IPA SA may require associations of economic operators to adopt a specific legal form once their application has been approved and they have been included in the Registry.
- ii. In the case of associations of economic operators/consortia, the criteria described in paragraph 2 must be met by the natural or legal persons (companies) comprising the Consortium. The criteria described in paragraph 2.4 concerning ISO certifications must be met by the legal or natural person holding at least 51% of the Consortium (the Consortium leader).

2. SELECTION CRITERIA

2.1 Exclusion Criteria

2.1.1 An economic operator shall be excluded from participation in this procedure if one or more of the following grounds apply to it (in the case of a single natural or legal person) or to any of its members (in the case of an association of economic operators):

A. Where there is a final, non-appealable conviction against it for any of the following offences:

- a) participation in a criminal organization, as defined in Article 2 of Council Framework Decision 2008/841/JHA of 24 October 2008 on the fight against organized crime (OJ L 300, 11.11.2008, p. 42), and the offences under Article 187 of the Penal Code (criminal organization)

b) active bribery, as defined in Article 3 of the Convention against corruption involving officials of the European Communities or officials of Member States of the European Union (OJ C 195, 25.6.1997, p. 1) and in Article 2 (1) of Council Framework Decision 2003/568/JHA of 22 July 2003 on combating corruption in the private sector (OJ L 192, 31.7.2003, p. 54), as well as as defined in the national law of the economic operator, and the offences under Articles 159A (bribery of political office-holders), 236 (bribery of a public official), 237 (2)–(4) (bribery of judicial officers), 237A (2) (trading in influence- intermediaries), 396 (2) (bribery in the private sector) of the Penal Code

(c) fraud against the financial interests of the Union, within the meaning of Articles 3 and 4 of Directive (EU) 2017/1371 of the European Parliament and of the Council of 5 July 2017 on the fight, by means of criminal law, against fraud affecting the financial interests of the Union (OJ L 198, 28.07.2017), and the offences under Articles 159A (bribery of political office-holders), 216 (forgery), 236 (bribery of a public official), 237 (2)–(4) (bribery of judicial officers), 242 (false certification, falsification, etc.), 374 (aggravated theft), 375 (embezzlement), 386 (fraud), 386A (computer fraud), 386B (subsidy fraud), 390 (breach of trust) of the Penal Code and Articles 155 et seq. of the National Customs Code (Law 2960/2001, Government Gazette A 265), when these are directed against or relate to the financial interests of the European Union, as well as the offences under Articles 23 (cross-border VAT fraud) and 24 (ancillary provisions for the criminal protection of the European Union's financial interests) of Law 4689/2020 (A 103)

(d) terrorist offences or offences linked to terrorist activities, as defined, respectively, in Articles 3–4 and 5–12 of Directive (EU) 2017/541 of the European Parliament and of the Council of 15 March 2017 on combating terrorism, replacing Council Framework Decision 2002/475/JHA and amending Council Decision 2005/671/JHA (OJ L 88, 31.03.2017), or instigation, aiding and abetting, or attempt, as defined in Article 14 thereof, and the offences under Articles 187A and 187B of the Penal Code, as well as the offences under Articles 32–35 of Law 4689/2020 (A 103)

(e) money laundering or terrorist financing, as defined in Article 1 of Directive (EU) 2015/849 of the European Parliament and of the Council of 20 May 2015 on the prevention of the use of the financial system for the purposes of money laundering or terrorist financing, amending Regulation (EU) No 648/2012 of the European Parliament and of the Council, and repealing Directive

2005/60/EC of the European Parliament and of the Council and Commission Directive 2006/70/EC (OJ L 141, 05.06.2015), and the offences under Articles 2 and 39 of Law 4557/2018 (A 139), (f) child labour and other forms of trafficking in human beings, as defined in Article 2 of Directive 2011/36/EU of the European Parliament and of the Council of 5 April 2011 on preventing and combating trafficking in human beings and protecting its victims, and replacing Council Framework Decision 2002/629/JHA (OJ L 101, 15.4.2011, p. 1), and the offence under Article 323A of the Penal Code (trafficking in human beings).

And

B. Any breach of applicable obligations in the fields of environmental, social and labour law established by EU law, national law, collective agreements or by international environmental, social and labour law conventions referred to in Part II of Annex 12 of the 2023 CA.

An economic operator shall also be excluded where the person against whom a final, non-appealable conviction has been issued (point A above) is a member of its administrative, management or supervisory body or has power of representation, decision or control therein. The obligation in the preceding sentence concerns:

- in the case of private limited companies (E.P.E.), private company forms (I.K.E.) and partnerships (O.E. and E.E.), the administrators
- in the case of sociétés anonymes (SA), the Chief Executive Officer, the members of the Board of Directors, and any persons to whom, by decision of the Board of Directors, full management and representation of the company has been assigned
- in the case of Cooperatives, the members of the Board of Directors
- in all other cases of legal entities, the lawful representative, as applicable.

If, in the cases under A.(a) to (f) above, the period of exclusion has not been determined by a final, nonappealable decision, it shall be five (5) years from the date of the final conviction.

2.1.2. In the following cases:

a) where the economic operator has failed to meet its obligations regarding the payment of taxes or social security contributions and this has been established by a judicial or administrative decision having final and binding effect

b) where IPA SA can prove by appropriate means that the economic operator has failed to meet its obligations regarding the payment of taxes or social security contributions.

The obligations of the participant concerning social security contributions cover both primary and supplementary insurance.

The obligations referred to in points (a) and (b) of par. 2.1.2 shall be deemed not to have been breached where they have not become overdue or where they have been subject to a binding settlement that is being duly observed.

The failure of the Candidate to meet its social security contribution obligations relates to:

(a) the Candidate's staff under an employment relationship (b) the projects it carries out individually or in consortium.

2.1.3. An economic operator shall be excluded from this procedure if it is in any of the following situations:

a) if it is bankrupt, or has entered into special liquidation proceedings, or is under compulsory receivership by a liquidator or the court, or has entered into bankruptcy settlement proceedings, or has suspended its business activities, or has entered into restructuring proceedings and is not complying with their terms, or is in any other similar situation resulting from a similar procedure provided for in national legal provisions. IPA SA may decide not to exclude an economic operator which is in one of the above situations, provided that it demonstrates that it is able to perform the contract, taking into account the applicable provisions and measures ensuring the continuation of its business operations

b) if it has been found guilty of deliberately making serious misleading statements when providing the information required for verifying the absence of grounds for exclusion or compliance with the selection criteria, has concealed such information, or is unable to provide the supporting documents required under paragraph 3 hereof

A Candidate shall not be entitled to participate in this procedure, and if it participates shall be automatically excluded, if either the Candidate itself, or a member of its administrative/management/supervisory body, or any other person having power of representation, decision or control of it, during the performance of a similar contract to this one, has breached its terms and such breach has caused an accident either to its own staff or to a third party.

2.2. Solemn Declarations of Understanding and Acknowledgement

The application dossier shall also include the Candidate's solemn declaration (ANNEX 2) stating the following:

a) It has been fully informed of, and agrees to comply with, all terms- without exception - of the Concession Agreement between IPA SA and the Hellenic Republic, which was ratified by Law 5048/2023 (Official Gazette A 149/2023). These terms concern its capacity as a Candidate and as the future Contractor, and it understands that the Invitation terms have also been set for the purpose of implementing the relevant provisions of the above Concession Agreement. Consequently, the provisions of that Agreement shall apply where corresponding provisions have not been included in this Invitation, and shall prevail in the event of any conflict with the terms of this Invitation.

(b) It has understood and accepts that transparency in its financial transactions with the Organization, in the context of performing the Towage Services to be provided, if selected, has a direct impact on the rights accruing to the Hellenic Republic under the aforementioned Concession Agreement.

(c) In the event of termination and expiry of the Concession Agreement, it accepts that the Hellenic Republic, within sixty (60) days from such termination, shall be entitled, if the candidate is selected, to step into the rights and obligations applicable to IPA SA is prohibited.

(d) If selected for inclusion in IPA SA's Registry, it accepts and agrees to notify IPA SA in writing of any change in its ownership status and control structure, up to the level of its ultimate beneficial owners, within fifteen (15) days from the occurrence of such change; otherwise, in addition to IPA

SA's right to strike it off the Registry, IPA SA shall be entitled to seek compensation for the material and moral damage caused by the above omission.

(e) If selected for inclusion in the Registry and if so requested by the competent governmental authority of the Hellenic Republic, IPA SA shall be entitled to delete it from the Registry due to its ownership status or for other reasons arising from checks carried out by the Hellenic Republic which raise national-security concerns or give rise to objections regarding the continuation of the cooperation, without the applicant retaining any claim against IPA SA or the Hellenic Republic as a result of the above termination.

(f) It undertakes that, upon request of the Hellenic Republic, it will deliver to it any written confirmation regarding the foregoing matters, as well as any others related to the provided Services, in a form and with content reasonably satisfactory to the Hellenic Republic; otherwise, the Hellenic Republic may request IPA SA to strike it off the Registry, without the Contractor retaining any claim against IPA SA or the Hellenic Republic as a result of the above termination.

The authenticity of the signature on the above solemn declaration shall be certified by the competent authority.

2.3. Evidence of Professional Activity

Certificate of registration with the competent Chamber of Commerce/Industry indicating the business activity/activities (relevant to the subject-matter of the services to be provided, namely the provision of towage services).

2.4. Evidence of Technical and Professional Capacity

- i. Statement of the equipment** to be used for the provision of Towage Services, which shall comply, both in number and in required bollard pull, with the provisions of the Regulation on Safe Mooring- Unmooring of Vessels at the Port of Igoumenitsa (ANNEX 3 – ARTICLE 6).
- ii. For the purposes of evidencing the requirements set out in Article 6 of the above Regulation**, submission of a Bollard Pull Test Certificate issued by a Recognised

Organization after 12-12-2022 (the date of publication of P.D. 83/2022 in the Government Gazette A 229) and in accordance with its provisions.

- iii. The complete set of documents evidencing the characteristics of the tugs and the owner/manager of each of them (Certificates of Registry/Nationality or any other document deemed necessary).
- iv. A certificate evidencing the age of the tugboats to be used in the performance of the Services. v. Certifications as per ISO 9001:2015 and ISO 14001:2015.
- vi. Document evidencing P&I insurance coverage.
- vii. Solemn declaration by the applicant stating that, in the event they are selected for registration in the Registry, the equipment to be used for the performance of the Services will hold all licences required under the applicable legislation and will be covered by the insurance policies mandated by law.
- viii. Solemn declaration of the applicant that, in case he/she chooses to be registered in the Register, the equipment he/she will use (2.4.i Invitation) for the performance of his/her Services will be installed in the premises of the Port of Igoumenitsa and available to all Port users without interruptions, day and night and throughout the year, in order to ensure the immediate and uninterrupted provision of the above Port Services.

3. SUBMISSION OF APPLICATIONS - APPLICATION DOCUMENTS

3.1. Submission procedure

Applications must be submitted either via the [i-Supplies](#) platform or by email to: olig@olig.gr.

3.2. Application Dossier

Applications (Participation Documents, documents evidencing professional activity, documents of technical and professional capacity, exclusion-grounds documents, solemn declarations of understanding and notice, Performance Guarantee, and Schedules of Charges - Binding Declarations) shall be submitted in one (1) original (containing only originals or, as applicable, duly certified copies).

3.3. General supporting documents

3.3.1.

A. To prove the absence of grounds for exclusion under Article 2.1, economic operators shall submit the documents set out herein.

Applications, the information contained therein, and the evidentiary documents concerning the absence of grounds for exclusion shall be drawn up in the Greek language or be accompanied by an official translation into Greek.

Foreign public and private documents shall be accompanied by a translation into Greek, certified either by a person competent under the applicable provisions of national law or by a person lawfully competent in the country where the document was drawn up..

All forms of communication with IPA SA, as well as between IPA SA and the Contractor, shall mandatorily be in the Greek language.

B.1. For the purpose of proving the non-existence of the exclusion grounds of paragraph 2.1, economic operators shall submit the supporting documents listed below, as applicable:

If the Member State or country competent to issue the above documents/certificates does not issue such documents or certificates, or where such documents or certificates do not cover all the cases referred to in paragraph 2.1, they may be replaced by an affidavit or, in Member States or countries where affidavits are not provided for, by a solemn declaration made by the interested party before a competent judicial or administrative authority, a notary public, or a competent professional or commercial organisation of the Member State or the country of origin or the country where the economic operator is established. Where necessary, the competent public authorities shall provide an official statement indicating that the documents or certificates referred to in this paragraph are not issued or that such documents do not cover all the cases referred to in paragraph 2.1. In particular, economic operators shall submit:

a) For paragraph 2.1.1. A (points (a) to (f)): an extract from the relevant register, such as the criminal record, or, failing that, an equivalent document issued by a competent judicial or administrative authority of the Member State or country of origin or the country where the

economic operator is established, showing that these conditions are met, issued no earlier than three (3) months prior to its submission.

The obligation to submit the above extract also applies to the members of the administrative, management or supervisory body of the said economic operator, or to the persons having power of representation, decision or control therein, as specifically set out in paragraph 2.1.1 above.

b) For paragraph 2.1.2: a certificate issued by the competent authority of the relevant Member State or country, valid at the time of its submission or, if no validity period is indicated therein, issued no earlier than three (3) months prior to its. In particular, economic operators established in Greece shall submit:

i) As proof of fulfilment of the tax obligations under paragraph 2.1.2, points (a) and (b): a tax clearance certificate issued by the Independent Authority for Public Revenue (IAPR) for the economic operator and the consortia in which it participates, for public works in progress. Foreign tenderers shall submit a solemn declaration that they have no tax liability in Greece. If they do have such liability, they shall submit the relevant proof issued by the IAPR.

ii) AS PROOF OF FULFILMENT OF OBLIGATIONS TOWARDS SOCIAL SECURITY ORGANISATIONS UNDER PARAGRAPH 2.1.2, POINTS (A) AND (B): an insurance clearance certificate issued by e-EFKA. The insurance clearance shall cover the tenderer's social security obligations (a) as a natural or legal person for its personnel under an employment relationship, and (b) for projects it carries out individually or in consortium. Economic operators established in Greece shall submit proof of insurance clearance (for both primary and supplementary insurance) for their personnel under an employment relationship. Certificates of social-security compliance issued for the natural persons who are partners of the tenderer do not constitute proof of the tendering company's social-security compliance. Foreign tenderers (natural and legal persons) who do not submit the above proof shall submit a solemn declaration that they do not employ personnel for whom there is an obligation to insure with domestic social security institutions. If they do employ such personnel, they must submit the relevant insurance clearance issued by e-EFKA.

iii) For paragraph 2.1.2, in addition to the above certificates, a solemn declaration that no judicial or administrative decision with final and binding effect has been issued concerning the non-fulfilment of their obligations regarding the payment of taxes or social security contributions.

c) For paragraph 2.1.3, case (a): a certificate issued by the competent authority of the relevant Member State or country, issued no earlier than three (3) months prior to its submission.

In particular, economic operators established in Greece shall submit:

i) **A Single Certificate of Judicial Solvency from the competent Court of First Instance**, evidencing that they are not in bankruptcy, bankruptcy settlement, compulsory receivership, or judicial liquidation, and that they have not entered restructuring proceedings. For Private Companies (IKE), an additional certificate from the General Commercial Registry (G.E.MI.) evidencing that no decision has been issued to dissolve the legal entity or to file for its dissolution; for private limited companies (EPE), an additional certificate of changes.

ii) **A certificate from G.E.MI. evidencing that the legal entity has not been dissolved and placed under liquidation by decision of the partners.**

iii) **A printout of the "Registry/Business Details" page from the Independent Authority for Public Revenue's electronic platform**, showing that their business activity has not been suspended.

For unions and cooperatives, the Single Certificate of Judicial Solvency is issued, up to 31.12.2019 by the Court of First Instance (formerly the Magistrate's Court) and, after that date, by the General Commercial Registry (G.E.M.I.).

d) For the remaining cases under paragraph 2.1: a **solemn declaration by the tendering economic operator that none of the exclusion grounds set out in that paragraph apply to it**

All the above documents must be certified by the lawfully competent authority of the state where the candidate has its registered office and be accompanied by an official translation into Greek.

e) As proof of lawful representation, where the economic operator is a legal entity which, under the applicable legislation, is mandatorily or optionally registered and declares its representation and any changes thereto to a competent authority (e.g., G.E.MI.), it shall submit a

certificate of current representation issued no earlier than thirty (30) working days prior to its submission, unless a specific validity period is indicated therein.

In particular, domestic economic operators shall submit:

i) **for proof of lawful representation**, where the economic operator is a legal entity required by law to declare its representation and any changes thereto to G.E.MI.: a certificate of current representation, issued no earlier than thirty (30) working days prior to its submission.

ii) For **proof of lawful incorporation and subsequent amendments** of the legal entity: a general certificate of changes issued by G.E.MI., provided it has been issued no earlier than three (3) months prior to its submission.

In all other cases, the relevant constitutive and representation documents (such as articles of association, certificates of changes, corresponding issues of the Government Gazette, decisions constituting management bodies, etc., depending on the legal form of the economic operator) shall be submitted, accompanied by a solemn declaration of the legal representative that they remain in force at the time of submission.

If, for the purposes of conducting this award procedure, powers have been granted to a person other than those referred to in the above documents, an additional decision/minutes of the competent corporate body of the legal entity granting such powers shall be submitted. As regards natural persons, if powers have been granted to third parties, an authorisation by the economic operator shall be submitted, with certification of the authenticity of the signature by a competent authority.

The above solemn declarations shall be accepted, provided they have been drafted after notification of the invitation to submit the supporting documents and the authenticity of the signature is certified by the competent authority.

The above documents must demonstrate the lawful incorporation of the economic operator, all relevant amendments to its articles of association, the person(s) who legally bind the company on the date of the tender (legal representative, signing authority, etc.), any third parties to whom a

power of representation has been granted, as well as the term of office of the management body/legal representative.

B.2. The associations of economic operators submitting a joint application shall submit the abovementioned documents for each economic operator that participates in the association. **B.3.**

i. The decision of the competent governing body of the applicant economic operator to participate in the procedure, to submit the Application, and to appoint its Authorised Representative to sign and submit the Application on its behalf.

ii. A Binding Statement by the Candidate stating the following:

- (a) it (and its lawful representatives) meets the criteria of Section 2.1.1
- (b) it meets the criteria of paragraph 2.1.2. and 2.1.3
- (c) it meets the criteria of par. 2.3
- (d) it meets the technical criteria set out in paragraph 2.4 (i-vii)
- (e) it has full knowledge of the contents of this Invitation and unconditionally accepts its terms
- (f) the particulars of the procedural representative (process agent, in Greek: “αντίκλητος”) appointed by the applicant to act as the contact person for all communications between IPA SA and the applicant, including name, address, e-mail address and telephone numbers.
- (g) full contact details of the Applicant’s Authorised Representative (including full name, address, telephone numbers, and email address).
- (h) that all documents, information and statements included in the application are complete, true and accurate
- (i) in the case of an Association of Economic Operators, the members of the Association shall be jointly and severally liable for the performance and fulfillment of the obligations of this Contract and, in general, for all obligations undertaken by the Applicant; and, in the event of singular or universal succession, they have also bound their successors to continue participating.

iii. The Solemn Declarations of Understanding and Acknowledgment, as defined in paragraph 2.2.

3.3.2. Documents evidencing professional activity- Documents of technical and professional capacity

The documents evidencing professional activity and the documents of technical and professional capacity as referred to in sections 2.3 and 2.4. .

3.4. SCHEDULE OF CHARGES - REMITTANCE OF PERCENTAGE TO IPA SA - PAYMENT OF PORT DUES FOR THE APPLICANT'S TUGS - OBLIGATION TO SUBMIT INVOICES ON A MONTHLY BASIS - NEGATIVE DECLARATION - POSSIBILITY TO APPLY DISCOUNTS TO THE SCHEDULE OF CHARGES.

3.4. a. Schedule of Charges

3.4. b. Binding Statement of the Candidate - Applicant stating the following:

- They will submit to IPA SA the invoices for their services issued to each contracting ship-owning company within the first ten (10) days of the month following the provision of the services. In the event that no services have been provided during the respective month, they will submit a negative declaration for that month and they will remit to IPA SA an amount equal to twelve percent (12%) of the invoiced services performed at the Port of Igoumenitsa. The payment/deposit of the corresponding amount will be made within fifteen (15) days from the date of issue/distribution of the relevant invoice by IPA SA is prohibited.
- At the end of each calendar year, as well as upon expiry of the registration period in the Registry (on 18 January 2029), the Applicant/Registered Provider shall also pay to IPA SA the Concession Fee referred to in Article 15 of Law 5048/2023, corresponding to 3.5% of the amount representing the Applicant's remuneration, i.e. on 88% of the invoiced services, following the issuance by IPA SA of the relevant document, where required.

The Registered Provider shall settle IPA SA's invoices concerning the payment of the above percentage (3.5%) within fifteen (15) days from their date of issue.

- They shall pay the Port Dues for the tugs used in the provision of the present Service, irrespective of whether such tugs remain at the Port of Igoumenitsa or not.
- They have been informed by IPA SA that they may agree, with the contracting shipowning company, on discounts to be applied to the prices of the submitted Schedule of Charges, as well as that they may provide payment facilities.

3.5. Use of Personal Data

IPA SA, in examining the applications submitted under this Invitation, undertakes to take all reasonable measures to ensure the confidentiality and security of data processing and their protection from any form of unlawful processing, in accordance with the provisions of the applicable legislation.

3.6. Applicant's obligations arising from the legal nature of the Port of Igoumenitsa

By the contract to be concluded, the Contractor shall acknowledge and accept that, due to the fundamental legal nature of the Port Zone as a common-use public domain, throughout the term of the contract it must:

- (a) operate the Port assets it manages in accordance with their intended use as common-use public domain
- (b) provide users of its services with equal access, guided by the principles of objectivity and nondiscrimination
- (c) not adopt or apply, in the provision of its services, rules or practices that directly or indirectly result in the exclusion or restriction of any person's rights in any material respect
- (d) observe and apply the principles of rationality and proportionality in its dealings with users.

4. APPLICABLE LAW

4.1 Applicants included in the relevant Registry of Towage Service Providers and IPA SA shall make every effort to settle amicably any disputes arising from their relationship during the term of their contracts.

4.2 Any disagreement or dispute shall be resolved by the competent Courts of Igoumenitsa, in accordance with the substantive and procedural rules of Greek law.

Drafted and approved by

The Director of Port Services & Works
of IPA SA

Konstantinos Gkoutas

Final approval by

The Chief Executive Officer
of IPA SA

Athanasios Porfyris

ANNEX 1

APPLICATION TEMPLATE FOR PARTICIPATION

In the Procedure for Registration in the Registry of Towage Service Providers in the maritime area of competence of “IPA SA”

To the SA under the trade name “Igoumenitsa Port Authority SA”, having its registered office in Igoumenitsa (New Port - Terminal 3)

I the undersigned (natural or legal person or association),

having my registered seat in (city) of the Regional Unit of street No., Postal Code, contact telephone:

E-mail:

Having accepted all the terms of the Invitation with Ref. No. //02/2026, hereby kindly request that my application for registration in the **Registry of Towage Service Providers in the maritime area of competence of "Igoumenitsa Port Authority SA" be accepted.**

Date:

Signature - Seal of the Natural Person or the Legal Representative of the Legal Entity

* In the event that the application is submitted by an association of economic operators, the application shall be signed either by all members of the association or by the common representative appointed by a power of representation, which shall be submitted accordingly.

ANNEX 2



SOLEMN DECLARATION

(Article 8 of Law 1599/1986)

The accuracy of the information submitted with this declaration may be verified on the basis of the records of other services (Article 8 par. 4 of Law 1599/1986)

TO ⁽¹⁾ :	"IGOUMENITSA PORT AUTHORITY SA"		
First Name:		Last Name:	
Father's First and Last Name:			
Mother's First and Last Name:			
Date of Birth ⁽²⁾ :			

Place of Birth:							
Identity Card No.:				Tel.:			
Place of Residence:		Street:		No.:		Postal Code:	
Fax No.:				Email Address			

Assuming sole responsibility and being aware of the sanctions⁹ provided for by the provisions of paragraph 6 of Article 22 of Law 1599/1986, I hereby declare that:

1. In the case of a Legal Entity:

“As the legal representative of the economic operator, I hereby declare that:

In the event that the applicant economic operator I represent is selected to register in the Register of Towing Service Providers in the Sea area of competence of OLIG SA, the equipment that will be used (2.4.i of the invitation) for the performance of the relevant Towing Services will be installed in the premises of the Port of Igoumenitsa and available to all users of the Port without interruptions, day and night and throughout the year, in order to ensure the immediate and uninterrupted provision of the above Port Services.

2. In the case of a Natural Person:

In case I am selected to register in the Register of Towing Service Providers in the Sea area of competence of OLIG SA, the equipment I will use (2.4.i invitation) for the performance of the relevant Towing Services will be installed in the premises of the Port of Igoumenitsa and available to all Port users without interruptions, day and night and throughout the year, in order to ensure the immediate and uninterrupted provision of the above Port Services.

Place / Date

Signature of Legal Representative of the
Legal Entity /

Signature of Natural Person/

Certification of the authenticity of the
signature

ANNEX 3

You may refer to the “Safe Berthing – Unberthing Regulations for the Port of Igoumenitsa” here:

<https://olig.gr/index.php/el/etaireia/politikes-kanonismoι>