



EUROPEAN MEDICINES AGENCY
SCIENCE MEDICINES HEALTH

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Technical specifications for open invitation to tender

Procurement Procedure EMA/2012/21/IS - Supply, installation and maintenance of audio-visual equipment and consumables including on-site technical support

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Technical specifications for open invitation to tender No. EMA/2012/21/IS Supply, installation and maintenance of audio-visual equipment and consumables including on-site technical support

1. Title of the invitation to tender

This document contains the Technical Specifications for the Open Invitation to Tender no.: EMA/2012/21/IS for supply, installation and maintenance of audio-visual (AV) equipment and consumables including on-site technical support.

The contract notice for this open tender has been published in the Official Journal of the European Union OJ S 217 on 10 November 2012.

2. Objectives and context of the invitation to tender

The European Medicines Agency ("the Agency") is a decentralised body of the European Union based in Canary Wharf in the Docklands area of London (E14). Its main responsibility is the protection and promotion of public and animal health, through the evaluation and supervision of medicines for human and veterinary use.

The Agency was established in 1995 and operates under Council Regulation No 726/2004 to provide a system for the authorisation of medicinal products. The Agency is an Agency of the European Union and has its own legal personality. The Agency's budget is subject to checks and audits by the Court of Auditors.

The Agency is responsible for the scientific evaluation of applications for European marketing authorisation for medicinal products (centralised procedure). Under the centralised procedure, companies submit a single marketing authorisation application to the Agency. Once granted by the European Commission, a centralised marketing authorisation is valid in all European Union and EEA-EFTA states. The safety of medicines is monitored constantly by the Agency through a pharmacovigilance network.

The Agency also gives scientific advice and protocol assistance to companies for the development of new medicinal products. It published guidelines on quality, safety and efficacy testing requirements. A dedicated office provides special assistance to small and medium-sized enterprises (SMEs). Seven scientific committees, composed of members of all EU and EEA-EFTA states, some including patients' and doctors' representatives, conduct the main scientific work of the Agency.

To achieve its mission, the Agency organises many meetings on a daily basis at its offices in Canary Wharf with delegates and experts participating physically in the Agency's meeting rooms or virtually from around the world, using audio conferences, video conferences or computer based virtual meeting and broadcasting technologies. In all the above cases, the use of the most advanced technological equipment is essential. This equipment needs to be fully maintained and operational at all times and supported by technicians based on site. In addition, the Agency needs to buy audio-visual consumables and equipment, including installation where necessary although the expected purchase of equipment during the contract validity is expected to be minimal.

The Agency currently has 32 meeting rooms of varying sizes, equipped with AV and videoconferencing devices; one meeting room has interpretation and other meeting rooms have counting/voting installations. The meeting rooms are used Monday to Friday including some UK public holidays. The

Agency organises approximately 1,500–2,500 meetings per year with 20,000–30,000 participants. A typical daily schedule includes 10-20 meetings involving internal scientific staff and delegates from all around the world.

There may be a requirement for services to be provided out of normal working hours and during UK bank holidays. The Agency does not necessarily follow all of the UK public holidays.

A list of the Agency's holidays is included in Annex VII.

3. Subject of the tender

The Agency considers that it may require provision of on-site technical support, to include an experienced on-site manager, maintenance of AV equipment, supply and installation of AV equipment including consumables.

The on-site technical support team will be required to:

- Test all the meeting rooms on a daily basis;
- Prepare and support the AV equipment in the meeting rooms;
- Provide a technical helpdesk for first level support;
- Cable management in the meeting rooms;
- Offer operator assistance for the in-house audio conferencing system;
- Support, test and manage the video conferencing system;
- Assist with the organisation and support of the virtual meetings;
- Provide video and audio recordings, broadcasting, video streaming and recording post production;
- Provide technical training and awareness sessions to staff;
- Technical equipment inventory management;
- Keep clear records and produce statistics of calls logged and technicians' activities;
- Carry out basic maintenance and basic fault investigation.

The maintenance of the equipment within the meeting rooms (including the interpretation and counting/voting installations) should include:

- Two preventive maintenance visits are foreseen for the duration of this contract;
- Software and firmware upgrades;
- Software development and customisation;
- Ad hoc equipment repairs;
- Provision of spares and loan equipment;
- Out of hours repairs.

The provision of consumables and supply and installation of AV equipment should include:

- Consumables, e.g. projector lamps, wireless equipment, batteries, etc.;
- Equipment replacement;
- New equipment.

Tenderers are advised that the Agency will adopt an open book policy when purchasing consumables and equipment.

It is to be noted that during the duration of the contract the supply/replacement of equipment will be minimal.

A detailed scope of services can be found in Annex I

4. Participation in the tender

4.1. Multilateral agreement on public procurement

Participation in this tendering procedure shall be open on equal terms to all natural and legal persons coming within the scope of the Treaties and to all natural and legal persons in a third country which has a special agreement with the European Union in the field of public procurement under the conditions laid down in that agreement.

Where the Multilateral Agreement on Public Procurement concluded within the World Trade Organisation applies, the tendering procedure shall also be open to nationals of the countries which have ratified this agreement, under the conditions laid down in that Agreement. In that connection, it should be noted that the services under Annex II-B to Directive DIR/2004/18/EC and the R&D services listed in category 8 of Annex II-A to that Directive are not covered by the Agreement.

4.2. Subcontracting

If the tender envisages subcontracting any part of this contract, the following documents must be provided with the tender submission:

- (i) A document signed by the tenderer stating clearly the identity, roles, activities and responsibilities of subcontractor(s) and specifying the volume/proportion for each subcontractor.
- (ii) A letter of intent by each subcontractor stating its unambiguous undertaking to collaborate with the tenderer if it wins the contract and the extent of the resources that it will put at the tenderer's disposal for the performance of the contract.
- (iii) If requested under points 12, 13 and 14 any documents regarding the exclusion and/or selection criteria for any subcontractors.

If such documents are not provided, the Agency shall assume that the tenderer does not intend subcontracting.

5. Additional documentation available to tenderers

Further information about the work of the Agency can be obtained on its website:
<http://www.ema.europa.eu>.

6. Information visit

An information visit will take place on 20 November 2012 at 16:30 for a maximum of one hour, at the Agency's premises. Should you wish to attend this visit please send an e-mail with names of the persons attending for the attention of Marcelo Nahmijas at least 24 hours prior to the information visit to: iservprocurement@ema.europa.eu. A maximum of two persons per tenderer may participate.

7. Variants

Not applicable.

8. Estimated contract volume

The Agency estimates, without this being binding, that over the twenty-month period, which is the maximum duration allowable under the contract, the overall value of the contract shall not exceed GBP 975,000 exclusive of VAT.

9. Price

9.1. Currency of tender

Prices should be submitted in GBP. The costing sheet attached to these specifications must be used to submit a tender.

Please note that any financial costing sheet must be submitted in separate binders or folders, which must be clearly labelled.

9.2. All-inclusive prices

Prices submitted in response to this tender must be inclusive of all costs involved in the performance of the contract (e.g. to include delivery, supply and installation, maintenance, travel, subsistence etc). No expenses incurred in the performance of the services will be reimbursed separately by the Agency.

9.3. Price revision

Prices submitted in response to this tender shall be fixed and not subject to revision for Purchase Orders placed and Specific Contracts concluded during the duration of the contract. Should the Agency at any point throughout the contract duration modify the list of audio visual equipment covered by this contract as listed in Annex II, it will request the contractor to provide updated charges for the maintenance to reflect the new list of equipment. Such charges may be revised either upwards or downwards according to whether items have been added or removed from the list of equipment to be covered by this contract. Any revised charges will be subject to a written contract amendment.

New charges will only apply from the date from which the amendment will come into force. Contractors are advised that any change in charges must reflect only a change in the equipment to be maintained.

9.4. Costs involved in preparing and submitting a tender

The Agency will not reimburse any costs incurred in the preparation and submission of a tender. Any such costs must be paid by the tenderer.

9.5. Period of validity of the tender

Tenderers must enclose a confirmation that the prices given are valid for six months from the date of submission of the tender.

9.6. Protocol on the Privileges and Immunities of the European Union

The Agency is, as a rule, exempt from all taxes and duties, and in certain circumstances is entitled to a refund for indirect tax incurred such as value added tax (VAT), pursuant to the provisions of Articles 3 and 4 of the Protocol on the Privileges and Immunities of the European Union. Tenderers must therefore give prices which are exclusive of any taxes and duties and must indicate the amount of VAT separately.

10. Payment arrangements

The payment schedule will be agreed on award of the contract. It is anticipated that all fixed costs will be paid quarterly in advance and that the payment periods for all other costs will be stipulated in the relevant Specific Contracts and Purchase Orders. Payments under the Contract shall be executed only if the contractor has fulfilled all his contractual obligations by the date on which the invoice is submitted, including specified deliverables, cabling drawing, manuals, inventory lists etc.

11. Contractual details

A draft contract is attached to these Technical Specifications as Annex VI. Tenderers must confirm acceptance of the draft contract and terms and conditions of the tender as part of their tender response.

The Agency wishes to conclude a framework supply and outsourcing service contract for the provision of on-site technical support, maintenance of AV equipment and supply and installation of AV equipment including consumables, as and when required, for a period of 20 months. A framework contract will establish the terms governing specific contracts and purchase orders to be awarded during a given period, in particular with regard to price.

Signature of the framework contract imposes no obligation on the Agency to order services. Only the implementation of the framework contract through specific contracts and purchase orders is binding for the Agency.

Each specific contract and purchase order will contain details of deliverables and timelines for particular services to be provided.

12. Exclusion criteria

Tenderers shall be excluded from participation in this procurement procedure if:

- they are insolvent (or the subject of bankruptcy proceedings if an individual) or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- they have been convicted of an offence (if an individual) or judgment has been made against them concerning their professional conduct by a judgment which has the force of *res judicata*;
- they have been guilty of grave professional misconduct proven by any means which the contracting authority can justify;
- they have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are

established or with those of the country of the contracting authority or those of the country where the contract is to be performed;

- they have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the European Union's financial interests;
- following another procurement procedure or grant award procedure financed by the European Union budget, they have been declared to be in serious breach of contract for failure to comply with their contractual obligations.
- Contracts may not be awarded to candidates or tenderers who, during the procurement procedure:
- are subject to a conflict of interest;
- are guilty, either knowingly or negligently, of misrepresentation in supplying the information required by the contracting authority as a condition of participation in the contract procedure or fail to supply this information.

Tenderers must complete, date and sign the declaration in Annex III in relation to Exclusion Criteria. Only the successful tenderer will be required to provide all the supporting documentation indicated in this Annex at a later stage prior to contract signature.

The Agency reserves the right to request the tenderer at a later stage to provide the declaration and supporting documentation for exclusion criteria from any subcontractors.

13. Selection criteria: financial and economic capacity

Requirements:

Tenderers must be in a stable financial position and have the economic and financial capacity to perform the contract.

Tenderers are required to demonstrate that their minimum financial turnover is GBP 2,300,000 per annum for each of the last three years.

Evidence required:

The documents or information listed below must be presented as evidence of compliance with the economic and financial capacity. If the tenderer is a company and is otherwise required under the law of the State in which it is established to publish its accounts, the following information is requested:

1. A copy of the most recent audited accounts that cover the last three years of trading or for the period that is available if trading for less than three years.
2. A statement of the company's turnover, Profit and Loss and cash flow position for the most recent full year of trading (or part year if full year not applicable) and an end period balance sheet, where this information is not available in audited form at point 1 above.
3. Where documents mentioned under point 2 cannot be provided, please provide a statement of the company's cash flow forecast for the current year and a bank letter outlining the current cash and credit facility position.
4. If the organisation is a member of a group of companies, documents under points 1, 2 and 3 are required for both the tenderer and its ultimate holding company. Where a consortium or association is proposed, the information is requested for each member company.

5. Please enclose a separate statement of the tenderer's turnover that relates directly to the requirements of the Agency for the past three years, or for the period the tenderer has been trading (if less than three years).
6. Evidence of professional risk indemnity insurance.

If the tenderer is not obliged to publish its accounts under the law of the state in which it is established, please supply copies of such accounting information as the tenderer is willing to provide relating to the last three financial years or any period since the end of the last financial year.

The Agency reserves the right to request at a later stage that the tenderer provide documentation in relation to the selection criteria (economic and financial capacity) from any subcontractors.

14. Selection criteria: technical and professional capacity

Requirements:

The criteria for this contract are:

- Authorisation of the tenderer to perform the contract under national law
- Suitably qualified and experienced on-site technical support and maintenance team to be assigned to the Agency with a minimum of three years' experience
- Relevant experience in provision of comparable services to similar clients over the past three years
- Suitability of tools and test equipment
- Appropriate quality measures and maintenance/technical facilities
- Sufficient level of manpower and managerial staff
- Level of subcontracting envisaged for the contract
- Application of the environmental management measures
- Application of adequate quality standards

Tenderers must meet all of the above requirements.

Evidence required:

The documents or information listed below must be presented as evidence of compliance with these selection criteria.

- Authorisation to perform the contract under national law, as evidenced by inclusion in a trade or professional register, or a sworn declaration or certificate, membership of a specific organisation, express authorisation of entry in the VAT register.
- Proof of the educational and professional qualifications of the tenderer and/or those of the tenderer's managerial and technical staff, in particular those of the person or persons responsible for providing the services. Please provide at least one proof for the account manager, at least two for on-site technicians and at least two for maintenance engineers. If Curricula Vitae are submitted, they must bear no indication of name or date of birth, only a number. A separate list should be included showing the association between these numbers and actual names.

- A list of the principal services provided and equipment installed in the past three years, with the sums, dates and recipients, public or private. Please ensure that this covers three aspects of business:
 - a) Supply of on-site technical support
 - b) Supply of maintenance services
 - c) Supply and installation of AV equipment
- Please supply a list of tools and test equipment required to support the supply and installation services.
- A description of the tenderer's maintenance and technical support facilities including the technical equipment, tools, test equipment and software used; the measures employed to ensure the quality of supplies and services.
- A statement of the average annual manpower and the number of managerial staff of the tenderer in the last three years.
- An indication of the proportion of the contract which the tenderer may intend to subcontract and identify which areas this may apply to.
- An indication of the environmental management measures that the tenderer will be able to apply when performing the contract. Identify which areas of the contract this will apply to.
- Certificates attesting compliance with quality standards e.g.: ISO 9001 (design and development, production, installation and servicing) and 9002. If ISO standards are not held, please provide copies of internal quality standard manuals.

The Agency reserves the right to request at a later stage that the tenderer provide the documentation in relation to the selection criteria (technical and professional capacity) from any subcontractors.

15. Award criteria

The award criteria which will apply to this tender are divided in two stages.

Stage I

Most economically advantageous tender in terms of:

A – Tenderer's ability to provide the services required by the Agency – 50 points

On-site technical support	23 points
Equipment, software maintenance and repair	4 points
Consumables, equipment supply and installation	12 points
Contract administration	11 points

Tenderers must achieve a minimum of 60% of the points for each of the elements listed under A, otherwise they will be eliminated from the procedure and not evaluated for price. The questionnaire in Annex IV must be completed.

B – Price – 40 points

The award criteria for price shall be evaluated according to the following formula:

$$\frac{\text{Lowest price} \times \text{weighting for price}}{\text{Tenderer's price}}$$

For the purpose of the price evaluation, tenderers will be evaluated for each element based on the points allocated (see Annex V – Costing sheet). The points for each element will then be added to calculate the total number of points awarded for each tenderer's price.

Stage II

C – Presentation – 10 points

A maximum of the three highest ranking tenderers from Stage I will then be shortlisted to give a presentation to the evaluation committee on Friday 25 January 2013 at the Agency's premises. The Agency may at its own instance, change the date of the presentation. If there is a change to the presentation date, shortlisted tenderers will be given five working days' notice. Please note that only the shortlisted tenderers will be contacted. Those tenderers which have not been shortlisted will only receive formal notification of the results once the evaluation of the whole tender procedure is completed.

Each tenderer will present for a maximum of 20 minutes followed by a Q&A session. The overall duration will be no more than 60 minutes.

The presentation is mandatory. Tenderers will be automatically eliminated if they refuse to present.

The presentations will be evaluated on the basis of the following criteria:

- Presentation 5 points
- Response to questions 5 points

The scores from stages I and II will subsequently be added to determine the final ranking of the shortlisted tenderers.

The tenderer with the highest overall score will be awarded the contract.

16. Tender to be submitted

In order to assess each tenderer according to the above-mentioned criteria, the following information must be submitted by the tenderer:

- A letter enclosing the tender on the official letter headed paper of the tenderer and signed by an authorised representative of the tenderer.
- An information sheet on the tenderer indicating:
 - the name and registered business address including telephone number, e-mail address and website address;
 - any other different current or previous trading name in the past three years;
 - the name and contact details of the person whom may be contacted with any queries regarding this tender;
 - the legal status of the tenderer;

- if the tenderer is a company the company registration number, VAT registration number and date of incorporation;
 - if the tenderer is a member of a group of companies and if so the relationship between the tenderer and the ultimate holding company, the name and address of the holding company and its registration number, whether the ultimate holding company would be prepared to guarantee the liabilities in connection with this contract;
 - details of organisational structure including organisation chart;
 - number and locations of premises;
 - number of employees;
 - name of the person authorised to sign contracts on behalf of the tenderer.
- Completed declaration in Annex III relating to Exclusion Criteria.
 - Documentation requested to enable assessment of Selection Criteria (points 13 and 14 above).
 - Documentation requested to enable assessment of Award Criteria (point 15 above).
 - A statement to confirm that information provided in response to this tender is accurate and complete as at the date of submission and acknowledgement that the provision of false information, either knowingly or negligently, in response to this tender could result in the tenderer being excluded from future tenders for contracts with the Agency.
 - Confirmation of acceptance of the draft contract and terms and conditions of tender.
 - An undertaking to inform the Agency promptly following any matter which would alter or add to any of the information given in response to this tender.
 - Documents as requested in relation to proposed subcontracting.
 - Tenders submitted by consortia or by groups of service providers must indicate the role, title and experience of each member or of the group.
 - **To be submitted in separate binders or folders, which must be clearly labelled**, a detailed financial tender using the costing sheet attached in Annex V, and exclusive of VAT, signed by an authorised representative of the tenderer.
 - Tenderers are requested to make use of the checklist given in Annex X to ensure that no enclosure has been omitted in their tender.
 - Confirmation that the tenderer has the capacity to maintain all the equipment listed in Annex II

Please note that the Agency is unable to accept electronic signatures on documentation.

Annex I

Detailed scope of services

1. Onsite support

As part of the tender, the contractor is to provide a qualified on-site technical support team which is to be based at the Agency's offices in Canary Wharf.

The duties of the staff will include (but are not limited to) the following:

- Test all equipment in each meeting room to make sure it is functional before the meetings start. Keep a log of all checks carried out.
- Ensure that all AV equipment is turned off and that mobile equipment that requires charging (Crestron touch panels, Gyro mouse etc.) are returned to their docking stations.
- Ensure that the meeting rooms and control rooms are free of any health and safety hazards and that the AV equipment is in good working order. Keep a log of all checks carried out.
- Provide the Agency with an on-site technical support helpdesk for a single point of contact for any meeting room related issues, offering telephone support, advice to users, call logging using an in-house web based helpdesk application and follow up with other support teams at the Agency.
- Manage all live events, meetings and assemblies from a technical point of view. This will include, but is not limited to, live audio mixing, broadcasting, live video switching, replay of material from PC and video sources, recording events and meetings.
- Manage, support and provide technical assistance to virtual meetings, audio conferences and video conferences both point to point and multisite.
- Set up and removal of AV equipment from existing stock to support the specific requirements of a meeting or event.
- Schedule regular training programmes and awareness sessions covering the use of the meeting room equipment and applications.
- Equipment fault investigation, problem logging, first level support for technical issues, liaison with the contractor's maintenance team to ensure the equipment is maintained, ensure equipment stocks and consumables are held and keep an inventory of all spares.
- Maintain a history log for each meeting room for the maintenance of equipment.
- The Agency expects that the support will be undertaken by a team of qualified technicians who are cross-trained to enable them to respond to all the Agency's AV requirements. A supervisor may be deemed necessary to take full day-to-day operational responsibility for the Agency's requirements and to manage the contractor's site staff.

1.1 Hours of work

The Agency requires on-site technical support team between the hours of 08:00 and 18:00, Monday to Friday inclusive, however, some meetings may take place outside these hours and it is advisable to have a technician available in these cases when meetings take place outside normal office hours.



On the other hand, there are also some days during the year when the technical staff are not required to be present all day (in August for example, there are very few meetings held on site). The Agency is looking for a flexible approach to meet the busy, longer days which can be offset against days when there are fewer meetings.

The contractor will be expected to provide cover, at no additional costs, for the on-site technical support team during annual leave periods, training or sickness such that there remains adequate cover on-site each day. If temporary support staff are brought in during this period the contractor is expected to ensure that they have been trained on the Agency's tools, equipment, procedures and practices.

1.2 *Ad hoc technical assistance*

On occasion, the Agency may request attendance for a technician/engineer to assist with the hosting of a special event. The Agency will provide at least two working days' notice for any ad hoc service requirements.

1.3 *The Agency's holidays*

The tenderer must provide cover during all the Agency's working days. The tenderer is to note that the Agency's holidays may also fall on UK working days and the Agency's offices close between Christmas and New Year. Normally no on-site support is required during this time. A schedule of the Agency holidays for 2012 to 2014 is listed in Annex VII.

1.4 *Mobile telephones/pagers/radios*

The contractor must provide the on-site technical support team with an effective means of internal communication.

2. Maintenance

The work covered by the sections of this document relates to the maintenance of the audio visual facilities as and when required.

A list of the Agency's Audio Visual equipment is listed in (Annex II).

2.1 *Preventive maintenance*

The Agency expects the contractor to maintain all of the systems and equipment with full conformity of the manufacturers' recommendations, current building regulations, Health and Safety requirements, BS 7671 (IEE wiring regulations), ISO and British standard codes of practice

The contractor is requested to provide two (2) preventive maintenance visits for the duration of the contract. Following each visit, an equipment condition report is to be provided detailing all works undertaken during the visit and a report on the general status of the equipment.

2.2 *Call-out service*

In the event of the on-site technical support team being unable to remedy any failures or problems within 30 minutes, the issue shall be escalated to the off-site maintenance support service. The Agency expects a maximum response time of four (4) hours for those calls.

Subject to room availability, maintenance might need to occur out of working hours or during weekends or bank holidays.

The maximum time resolution of a problem (where these circumstances are within the contractor's control) must not exceed two (2) business days.

2.3 Help desk support/fault reporting

The contractor will register all the maintenance issues in the Agency's web-based helpdesk application.

2.4 Equipment repairs

Any faulty item of equipment that cannot be fixed onsite should be replaced temporarily with an equivalent item (loan equipment) for the time required for the resolution of the issue.

In the event that equipment is not repairable (on or off site), the contractor will prepare a report explaining the reasons and quote for the repair and replacement cost and the Agency will decide whether to repair or replace the item.

2.5 Spares and parts

The Agency expects the contractor to stock essential spare parts that are to be kept on site.

2.6 Risk assessment/method statement

The Agency expects the contractor to have valid risk assessments and method statements used for maintenance under this contract.

3. Service level agreements (SLA) and key performance indicators (KPI)

An SLA and KPIs will be agreed to cover maintenance and on-site technical support within three (3) months of the start of the contract.

Annex II

List of current equipment

Tenderers must confirm that they have the capacity to maintain all the equipment listed in this annex

Item	S/N	EMA Bar code	Site	Installation date
Manfrotto 525 MVB Pro			@EMA\11 WFC\11-424\Video Studio	
Manfrotto 536 MPRO			@EMA\11 WFC\11-424\Video Studio	
Manfrotto 536 MPRO			@EMA\11 WFC\11-424\Video Studio	
Manfrotto 536 MPRO			@EMA\11 WFC\11-424\Video Studio	
Manfrotto 536 MPRO			@EMA\11 WFC\11-424\Video Studio	
Matrox - MXO2	A448697		@EMA\11 WFC\11-424\Video Studio	
Matrox convert DVI	BM53557		@EMA\11 WFC\11-424\Video Studio	
MULTI INPUT PRESENT. SWITCHER SCALER		211084	@EMA\11 WFC\11-424\Video Studio	
Photon Beard 800w Photon Beam Two-Head Kit			@EMA\11 WFC\11-424\Video Studio	
Pipeline Quad	000065		@EMA\11 WFC\11-424\Video Studio	
Pipeline SD	003416		@EMA\11 WFC\11-424\Video Studio	
Pipeline SD	003352		@EMA\11 WFC\11-424\Video Studio	
reflecmedia chroma key Kit			@EMA\11 WFC\11-424\Video Studio	
Sennheiser ew 100-p G2	146679		@EMA\11 WFC\11-424\Video Studio	
Sennheiser ew 100-p G2	125369		@EMA\11 WFC\11-424\Video Studio	
Sennheiser Wireless Radio Lapel Mic Kit	505632		@EMA\11 WFC\11-424\Video Studio	
Sennheiser Wireless Radio Lapel Mic Kit	502549		@EMA\11 WFC\11-424\Video Studio	
Sony Handy cam HD - HDR-SR1	241324		@EMA\11 WFC\11-424\Video Studio	
Sony Handy cam HD - HDR-XR200	351808		@EMA\11 WFC\11-424\Video Studio	
Sony Handy cam HD - HDR-XR200	351807		@EMA\11 WFC\11-424\Video Studio	
Sony HD - PMW-EX1	404029		@EMA\11 WFC\11-424\Video Studio	
Sony HD - PMW-EX1	411748		@EMA\11 WFC\11-424\Video Studio	
Sony HD - PMW-EX1	411752		@EMA\11 WFC\11-424\Video Studio	
Sony HD - PMW-EX1	403811		@EMA\11 WFC\11-424\Video Studio	
Sony HDV - HVR-Z1E	1214384		@EMA\11 WFC\11-424\Video Studio	
Tascam - DR680	0070668		@EMA\11 WFC\11-424\Video Studio	
Vaddio - RS232	99-5300-001 11610		@EMA\11 WFC\11-424\Video Studio	

6.4" Active Matrix Colour Touch Panel with Gyration Ultra Compact Suite	2503436	07.04506	@EMA\7 WFC\2\220 - Training Room 1	08/07/2007
Austrailian Monitor 100V Line Amplifier	A1016B049	07.04497	@EMA\7 WFC\2\220 - Training Room 1	08/07/2007
Autopatch Optima Matrix Switcher, 8x4 RG with 2 x Universal Analogue Computer-Video Interface with Audio and PC Input Cable		07.04492	@EMA\7 WFC\2\220 - Training Room 1	08/07/2007
Axis 210 Network IP Camera	00408C7E7C7E	07.04504	@EMA\7 WFC\2\220 - Training Room 1	08/07/2007
Creston Economical AV2 Dual Bus Control System with 2-Series Ethernet Card: Single	2590410	07.04493	@EMA\7 WFC\2\220 - Training Room 1	08/07/2007
CS1 Boundary Microphone in black		07.04503	@EMA\7 WFC\2\220 - Training Room 1	08/07/2007
Dell 17" LCD Monitor in Grey		07.04510	@EMA\7 WFC\2\220 - Training Room 1	08/07/2007
Extron Dedicated VGA-QXGA Interface with Audio & ADSP	A01P5UG	07.04495	@EMA\7 WFC\2\220 - Training Room 1	08/07/2007
Extron TP R - Twisted Pair Receiver	A024M8S	07.04501	@EMA\7 WFC\2\220 - Training Room 1	08/07/2007
Extron TP T - Twisted Pair Transmitter	A02GYRW	07.04500	@EMA\7 WFC\2\220 - Training Room 1	08/07/2007
Leisuretec Phonic MAC500 Program Sound Amplifier	ABD0H1A391	07.04494	@EMA\7 WFC\2\220 - Training Room 1	08/07/2007
Polycom Vortex EF2241 Audio Mixer	D20706701768	07.04496	@EMA\7 WFC\2\220 - Training Room 1	08/07/2007
Samsung DVD/VCR Combo Player	6RCP101851	07.04498	@EMA\7 WFC\2\220 - Training Room 1	08/07/2007
Single Chip DLP Projector, XGA 5000 ANSI with 1.3-1.8:1 Zoom Lens and ceiling mounts x2	SH7210061; SH7210016	07.04509	@EMA\7 WFC\2\220 - Training Room 1	08/07/2007
Stewart Deluxe Screen Wall 1500		07.04507	@EMA\7 WFC\2\220 - Training Room 1	08/07/2007
Stewart Deluxe Screen Wall 1500		07.04508	@EMA\7 WFC\2\220 - Training Room 1	08/07/2007
Tannoy Arena Satellite Loudspeakers and brackets x2	805380; 805366	07.04505	@EMA\7 WFC\2\220 - Training Room 1	08/07/2007
Tannoy iP5 Mirage Ceiling Loudspeakers x4	459000	07.04502	@EMA\7 WFC\2\220 - Training Room 1	08/07/2007
6.4" Active Matrix Colour Touch Panel with Gyration Ultra Compact Suite	2711086	07.04529	@EMA\7 WFC\2\221 - Training Room 2	08/07/2007
Austrailian Monitor 100V Line Amplifier	A1016B070	07.04520	@EMA\7 WFC\2\221 - Training Room 2	08/07/2007
Autopatch Optima Matrix Switcher, 8x4 RG with 2 x Universal Analogue Computer-Video Interface with Audio and PC Input Cable		07.04515	@EMA\7 WFC\2\221 - Training Room 2	08/07/2007
Axis 210 Network IP Camera	00408C7E4A7D	07.04527	@EMA\7 WFC\2\221 - Training Room 2	08/07/2007
Creston Economical AV2 Dual Bus Control System with 2-Series Ethernet Card: Single	2156653	07.04516	@EMA\7 WFC\2\221 - Training Room 2	08/07/2007
CS1 Boundary Microphone in black		07.04526	@EMA\7 WFC\2\221 - Training Room 2	08/07/2007
Dell 17" LCD Monitor in Grey		07.04533	@EMA\7 WFC\2\221 - Training Room 2	08/07/2007
Extron Dedicated VGA-QXGA Interface with Audio & ADSP	A01P39E	07.04518	@EMA\7 WFC\2\221 - Training Room 2	08/07/2007
Extron TP R - Twisted Pair Receiver	A02JGFY	07.04524	@EMA\7 WFC\2\221 - Training Room 2	08/07/2007
Extron TP T - Twisted Pair Transmitter	A02GYRI	07.04523	@EMA\7 WFC\2\221 - Training Room 2	08/07/2007
Leisuretec Phonic MAC500 Program Sound Amplifier	ABD0H1A375	07.04517	@EMA\7 WFC\2\221 - Training Room 2	08/07/2007
Polycom Vortex EF2241 Audio Mixer	D20646700FBE	07.04519	@EMA\7 WFC\2\221 - Training Room 2	08/07/2007
Samsung DVD/VCR Combo Player	6RCP101843	07.04521	@EMA\7 WFC\2\221 - Training Room 2	08/07/2007

Single Chip DLP Projector, XGA 5000 ANSI with 1.3-1.8:1 Zoom Lens and ceiling mounts x2	SH7210021	07.04532	@EMA\7 WFC\2\221 - Training Room 2	08/07/2007
Stewart Deluxe Screen Wall 1500		07.04530	@EMA\7 WFC\2\221 - Training Room 2	08/07/2007
Stewart Deluxe Screen Wall 1500		07.04531	@EMA\7 WFC\2\221 - Training Room 2	08/07/2007
Tannoy Arena Satellite Loudspeakers and brackets x2		07.04528	@EMA\7 WFC\2\221 - Training Room 2	08/07/2007
Tannoy iP5 Mirage Ceiling Loudspeakers x4	458987	07.04525	@EMA\7 WFC\2\221 - Training Room 2	08/07/2007
Extron TP R - Twisted Pair Receiver	A013HS4	07.04491	@EMA\7 WFC\2\222 - Racks - Control Room	08/07/2007
Extron TP R - Twisted Pair Receiver	A02DHJI	07.04536	@EMA\7 WFC\2\222 - Racks - Control Room	08/07/2007
Extron TP R - Twisted Pair Receiver	A024M8W	07.04564	@EMA\7 WFC\2\222 - Racks - Control Room	08/07/2007
Extron TP R - Twisted Pair Receiver	A02JGG5	07.04586	@EMA\7 WFC\2\222 - Racks - Control Room	08/07/2007
Extron TP T - Twisted Pair Transmitter	A02GYRJ	07.04535	@EMA\7 WFC\2\222 - Racks - Control Room	08/07/2007
Extron TP T - Twisted Pair Transmitter	A02GYRM	07.04537	@EMA\7 WFC\2\222 - Racks - Control Room	08/07/2007
Extron TP T - Twisted Pair Transmitter	A02GYR8	07.04562	@EMA\7 WFC\2\222 - Racks - Control Room	08/07/2007
Extron TP T - Twisted Pair Transmitter	A02GYRE	07.04563	@EMA\7 WFC\2\222 - Racks - Control Room	08/07/2007
Extron TP T - Twisted Pair Transmitter	A02GYRL	07.04585	@EMA\7 WFC\2\222 - Racks - Control Room	08/07/2007
Extron TP T - Twisted Pair Transmitter	A02GYRF	07.04490	@EMA\7 WFC\2\222 - Racks - Control Room	08/07/2007
Autopatch CP-10 Remote Control Panel	2994002001CP10030701	07.04640	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 201 - CONF. RM 2G	08/07/2007
Autopatch CP-15 Remote Control Panel		07.04641	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 201 - CONF. RM 2G	08/07/2007
Autopatch Optima 16x16 Standard Video Board	2994001001OPTM030709	07.04631	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 201 - CONF. RM 2G	08/07/2007
Autopatch Optima 16x16 Sync Board x 2	2994001001OPTM030711	07.04630	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 201 - CONF. RM 2G	08/07/2007
Autopatch Optima 16x16 Wideband Video Board x3	2994001001OPTM030708	07.04629	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 201 - CONF. RM 2G	08/07/2007
Autopatch Optima 24x16 Control Panel with 1 x 24x16 Stereo Audio Board, 1 x Optima 2RU Enclosure, 2 x 3RU Enclosure	294001001OPTM030704	07.04643	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 201 - CONF. RM 2G	08/07/2007
Bosch DCN Central Control Unit with Blackbox RS232 boosters		07.04633	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 201 - CONF. RM 2G	08/07/2007
Cabletime Ltd Mediastar Compact TV Receiver with 753 Compact RS232 to IR Adapter	8006325	07.04623	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 201 - CONF. RM 2G	08/07/2007
Crestron Economical PRO2 Dual Bus Control System with 2-Series Ethernet Card: Single, 3 Port RS card, and power supply unit	2791001	07.04620	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 201 - CONF. RM 2G	08/07/2007
Crestron Quick Media Transmitter with 5 x BNC inputs x2	2399559	07.04621	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 201 - CONF. RM 2G	08/07/2007

Denon DVD Player (Multi Region / RS2)	6106602721	07.04626	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 201 - CONF. RM 2G	08/07/2007
Extron DVS 304 Four Input Video & RGB Scaler with Mini Twisted Pair Composite Video and Stereo Audio Transmitters and Receivers	A0252H8	07.04627	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 201 - CONF. RM 2G	08/07/2007
HUMAX F2FOXT (Freeview)	61600233800664	07.04624	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 201 - CONF. RM 2G	08/07/2007
Kramer 1: 3 VGA / UXGA DISTRIBUTOR	16110684628	07.04628	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 201 - CONF. RM 2G	08/07/2007
Mauve Systems Stereo Audio CAT5 Baluns x4		07.04632	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 201 - CONF. RM 2G	08/07/2007
Netgear 16 Port Fast Ethernet Rack Mount Switch plus Installatn materials/Rack/Connection Panels		07.04619	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 201 - CONF. RM 2G	08/07/2007
PAM 240 Programme Sound Amplifier	MFB025600028	07.04634	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 201 - CONF. RM 2G	08/07/2007
Polycom Vortex EF2241 Audio Mixer	D20649701278	07.04622	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 201 - CONF. RM 2G	08/07/2007
Samsung DVD/VCR Combo Player		07.04625	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 201 - CONF. RM 2G	08/07/2007
Tanberg CODEX 3000 MXP with NPP S/W- Natural Presenter Package NPP, Multisite S/W, and Core Advanced Services S/W	33A45802	07.04642	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 201 - CONF. RM 2G	08/07/2007
TP - Twisted Pair Computer-Video and Audio Transmitter Video and Audio Transmitter - 15HD x2	A02NOLG	07.04637	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 201 - CONF. RM 2G	08/07/2007
TP R - Twisted Pair Receiver for RGBHV and Audio RGB & Audio Receiver - BNCs x2	A02FFBB	07.04638	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 201 - CONF. RM 2G	08/07/2007
Autopatch CP-10 Remote Control Panel	2993902001CP100 30701	07.04676	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 202 - CONF. RM 2D	08/07/2007
Autopatch CP-15 Remote Control Panel		07.04677	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 202 - CONF. RM 2D	08/07/2007
Autopatch Optima 16x16 Standard Video Board		07.04667	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 202 - CONF. RM 2D	08/07/2007
Autopatch Optima 16x16 Sync Board x 2		07.04678	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 202 - CONF. RM 2D	08/07/2007
Autopatch Optima 16x16 Wideband Video Board x3		07.04666	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 202 - CONF. RM 2D	08/07/2007
Autopatch Optima 24x16 Control Panel with 1 x 24x16 Stereo Audio Board, 1 x Optima 2RU Enclosure, 2 x 3RU Enclosure		07.04668	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 202 - CONF. RM 2D	08/07/2007
Bosch DCN Central Control Unit with Blackbox RS232 boosters		07.04670	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 202 - CONF. RM 2D	08/07/2007
Cabletime Mediastar Compact TV Receiver with 753 Compact RS232 to IR Adapter	8006324	07.04659	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 202 - CONF. RM 2D	08/07/2007
Creston Economical PRO2 Dual Bus Control System with 2-Series Ethernet Card: Single, 3 Port RS card, and power supply unit	2791007	07.04656	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 202 - CONF. RM 2D	08/07/2007
Crestron QuickMedia Transmitter with 5 x BNC inputs x2	2457819	07.04657	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 202 - CONF. RM 2D	08/07/2007
Denon DVD Player (Multi Region / RS2)	6106602683	07.04662	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 202 -	08/07/2007

			CONF. RM 2D	
Extron DVS 304 Four Input Video & RGB Scaler with Mini Twisted Pair Composite Video and Stereo Audio Transmitters and Receivers	A02KB67	07.04663	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 202 - CONF. RM 2D	08/07/2007
HUMAX F2FOXT (Freeview)	61600233800657	07.04660	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 202 - CONF. RM 2D	08/07/2007
Kramer 1: 4 VGA / UXGA DISTRIBUTOR	16110684858	07.04664	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 202 - CONF. RM 2D	08/07/2007
Mauve Systems Stereo Audio CAT5 Baluns x4		07.04669	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 202 - CONF. RM 2D	08/07/2007
Netgear 16 Port Fast Ethernet Rack Mount Switch plus Installatn materials/Rack/Connection Panels		07.04655	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 202 - CONF. RM 2D	08/07/2007
PAM 240 Programme Sound Amplifier	MFA027600049	07.04671	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 202 - CONF. RM 2D	08/07/2007
Polycom Vortex EF2241 Audio Mixer	D20706701773	07.04658	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 202 - CONF. RM 2D	08/07/2007
Samsung DVD/VCR Combo Player		07.04661	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 202 - CONF. RM 2D	08/07/2007
Tanberg CODEX 3000 MXP with NPP S/W-Natural Presenter Package NPP, Multisite S/W, and Core Advanced Services S/W	33A45810	07.04665	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 202 - CONF. RM 2D	08/07/2007
TP - Twisted Pair Computer-Video and Audio Transmitter Video and Audio Transmitter - 15HD x2	A02NOLH	07.04673	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 202 - CONF. RM 2D	08/07/2007
TP R - Twisted Pair Receiver for RGBHV and Audio RGB & Audio Receiver - BNCs x2	A02FFBP	07.04674	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 202 - CONF. RM 2D	08/07/2007
11 x TP - Twisted Pair Computer-Video and Audio Transmitter Video and Audio Transmitter - 15HD		07.04738	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 203 - CONF. RM 2A	08/07/2007
11 x TP R - Twisted Pair Receiver for RGBHV and Audio RGB & Audio Receiver - BNCs		07.04739	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 203 - CONF. RM 2A	08/07/2007
Autopatch CP-10 Remote Control Panel	2992403001CP10030701	07.04741	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 203 - CONF. RM 2A	08/07/2007
Autopatch Modula 28x20 Stereo Audio Matrix CP	2992402001MODU030701	07.04742	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 203 - CONF. RM 2A	08/07/2007
Autopatch Optima 16x16 Standard Video Board	2992401001OPTM030702	07.04743	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 203 - CONF. RM 2A	08/07/2007
Autopatch Optima 16x16 Sync Board x2		07.04732	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 203 - CONF. RM 2A	08/07/2007
Autopatch Optima 16x16 Wideband Video Board x3		07.04731	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 203 - CONF. RM 2A	08/07/2007
Autopatch Optima 24x16 Control Panel with 1 x 24x16 Stereo Audio Board, 2 x 3RU Enclosure	2992401001OPTM030701	07.04733	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 203 - CONF. RM 2A	08/07/2007
Bosch DCN Central Control Unit with Blackbox RS232 boosters	200504A4	07.04735	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 203 - CONF. RM 2A	08/07/2007
Cabletime Ltd Mediastar Compact TV Receiver with 753 Compact RS232 to IR Adapter	8006323	07.04725	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 203 - CONF. RM 2A	08/07/2007
Creston Economical PRO2 Dual Bus Control System with 2-Series Ethernet Card: Single, 3 Port RS card, and power supply unit	2713271	07.04721	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 203 - CONF. RM 2A	08/07/2007

Crestron Quick Media Transmitter with 5 x BNC inputs x4	2399644	07.04722	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 203 - CONF. RM 2A	08/07/2007
Denon DVD Player (Multi Region / RS2)	6106602538	07.04727	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 203 - CONF. RM 2A	08/07/2007
Extron DVS 304 Four Input Video & RGB Scaler with 2 each Mini Twisted Pair Composite Video and Stereo Audio Transmitters and Receivers	A020JRA	07.04728	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 203 - CONF. RM 2A	08/07/2007
Frequency-agile true diversity UHF wireless Handheld system with AE4100 capsule and scan feature, and belt pack system with AT829AW lapel microphone" x2	06372445	07.04718	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 203 - CONF. RM 2A	08/07/2007
HUMAX F2FOXT (Freeview)	61600236100400	07.04726	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 203 - CONF. RM 2A	08/07/2007
Kramer 1: 6 VGA / UXGA DISTRIBUTOR	08060643234	07.04729	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 203 - CONF. RM 2A	08/07/2007
Leisuretec QSC IS A500T Programme Sound Amplifier	(21)110632092	07.04745	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 203 - CONF. RM 2A	08/07/2007
Mauve Systems Stereo Audio CAT5 Baluns x4		07.04734	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 203 - CONF. RM 2A	08/07/2007
Netgear 16 Port Fast Ethernet Rack Mount Switch plus Installatn materials/Rack/Connection Panels		07.04720	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 203 - CONF. RM 2A	08/07/2007
Polycom Vortex EF2241 Audio Mixer	D2070370155C	07.04724	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 203 - CONF. RM 2A	08/07/2007
Polycom Vortex EF2280 Audio Mixer	D20650701397	07.04723	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 203 - CONF. RM 2A	08/07/2007
Samsung DVD/VCR Combo Player		07.04744	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 203 - CONF. RM 2A	08/07/2007
Single Channel Feedback Exterminator x3		07.04719	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 203 - CONF. RM 2A	08/07/2007
Tanberg CODEX 3000 MXP with NPP S/W- Natural Presenter Package NPP, Multisite S/W, and Core Advanced Services S/W	33A45797	07.04730	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 203 - CONF. RM 2A	08/07/2007
Autopatch 8Y-3000 40x40 Stereo Audio Matrix	29925010018Y30-01/02	07.04760	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 204 - MCR CONTROL RACK 1	08/07/2007
Autopatch CP-10 Remote Control Panel	2992505001CO10030701	07.04764	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 204 - MCR CONTROL RACK 1	08/07/2007
Autopatch Modula 16x28 Component Video Matrix	2992504001MODU-1/2/3	07.04763	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 204 - MCR CONTROL RACK 1	08/07/2007
Autopatch Modula 24x32 Composite Video Matrix	2992502001MODU030701	07.04761	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 204 - MCR CONTROL RACK 1	08/07/2007
Autopatch Modula 24x32 RGBHV Matrix	2992503001MODU01-05	07.04762	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 204 - MCR CONTROL RACK 1	08/07/2007
Crestron Economical PRO2 Dual Bus Control System with 2-Series Ethernet Card: Single, power supply unit and additional power supply	2713356; 2413175	07.04771	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 205 - MCR CONTROL RACK 2	08/07/2007
Crestron Quick Media Transmitter with 5 x BNC inputs x2	2528131; 2587960	07.04772	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 205 - MCR CONTROL RACK 2	08/07/2007
Extron Universal Signal Processor Standard Version x6		07.04780	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 205 - MCR CONTROL RACK 2	08/07/2007

IP Controlled Mains Distribution Unit with Intelix CAT5 Microphone Balun (Tx/Rx Pair) x2	ZA0649025377; ZA0649025037	07.04777	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 205 - MCR CONTROL RACK 2	08/07/2007
Netgear 16 Port Fast Ethernet Rack Mount Switch plus Installatn materials/Rack/Connection Panels		07.04770	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 205 - MCR CONTROL RACK 2	08/07/2007
Polycom Vortex EF2280 Audio Mixer	D2065070139F	07.04773	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 205 - MCR CONTROL RACK 2	08/07/2007
Saturn - Author System Upgrade		07.04784	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 205 - MCR CONTROL RACK 2	08/07/2007
Shure MX412 Gooseneck Microphone		07.04791	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 205 - MCR CONTROL RACK 2	08/07/2007
Sony DSR-45AP DV Player/Record	S01-02122707-5	07.04774	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 205 - MCR CONTROL RACK 2	08/07/2007
Sony DSR-45AP DV Player/Record	S01-0212722-2	07.04790	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 205 - MCR CONTROL RACK 2	08/07/2007
TP - Twisted Pair Computer-Video and Audio Transmitter Video and Audio Transmitter - 15HD x4		07.04778	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 205 - MCR CONTROL RACK 2	08/07/2007
TP R - Twisted Pair Receiver for RGBHV and Audio RGB & Audio Receiver - BNCs x4		07.04779	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 205 - MCR CONTROL RACK 2	08/07/2007
Mauve Systems Duplicat 16-way (2 x 8-way) 1U 19"" rack mounted DA. RGBHV only. Integrated psu. x2		07.04644	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 206 - DATA RACK	08/07/2007
Mauve Systems Duplicat 16-way (2 x 8-way) 1U 19"" rack mounted DA. RGBHV only. Integrated psu. x3		07.04680	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 206 - DATA RACK	08/07/2007
Mauve Systems Duplicat 16-way (2 x 8-way) 1U 19"" rack mounted DA. RGBHV only. Integrated psu. x6		07.04703	@EMA\7 WFC\2\222 - Racks - Control Room \RACK 206 - DATA RACK	08/07/2007
Axis 210 Network IP Camera	00408C7E4889	07.04782	@EMA\7 WFC\2\223 - Technical Control Room	08/07/2007
Control desk for technical equipment, including review display units and mounting kit		07.04788	@EMA\7 WFC\2\223 - Technical Control Room	08/07/2007
Crestron Isys® G-Series 12"" Touch panel	2502207	07.04781	@EMA\7 WFC\2\223 - Technical Control Room	08/07/2007
NEC LCD 32" LCD plus mounts x7		07.04783	@EMA\7 WFC\2\223 - Technical Control Room	08/07/2007
Sony EVI-D70 (Black) PTZ Camera with bracket	S01-0601531-2	07.04787	@EMA\7 WFC\2\223 - Technical Control Room	08/07/2007
	642CC00170	07.04786	@EMA\7 WFC\2\223 - Technical Control Room	08/07/2007
AMX-AMX Standard video input boards-2items	n/a	09.09586	@EMA\7 WFC\2\223 - Technical Control Room	20/10/2009
AMX-Modula Sync Input Boards-4items	n/a	09.09585	@EMA\7 WFC\2\223 - Technical Control Room	20/10/2009
AMX-Modula Wide Band Video Input Board-6items	n/a	09.09587	@EMA\7 WFC\2\223 - Technical Control Room	20/10/2009
APC-1U rack mountable power distribution	ZA0849008097	09.09584	@EMA\7 WFC\2\223 - Technical Control Room	20/10/2009
Dell 1707 FPV 17" LCD Monitor with Duplicat Rx Unit		07.04746	@EMA\7 WFC\2\227 - Observation Booth 2A	08/07/2007
Yamaha MS 101 powered monitor speaker with local volume and tone controls with brackets x2		07.04747	@EMA\7 WFC\2\227 - Observation Booth 2A	08/07/2007
Ampetronic ILD300 Induction Loop Amplifier with brackets		07.04740	@EMA\7 WFC\2\228 - Secretarial Booth 2A	08/07/2007

CAT5 Keyboard & Mouse Extender Kit		07.04750	@EMA\7 WFC\2\228 - Secretarial Booth 2A	08/07/2007
Crestron 2-Way RF Gateway for STXI-1700	2747431	07.04710	@EMA\7 WFC\2\228 - Secretarial Booth 2A	08/07/2007
Dell 1707 FPV 17" LCD Monitor with Duplicat Rx Unit - includes 1 spare x3		07.04756	@EMA\7 WFC\2\228 - Secretarial Booth 2A	08/07/2007
Kramer Electronics Ltd 1: 2 VGA / UXGA DISTRIBUTOR	16090655005	07.04749	@EMA\7 WFC\2\228 - Secretarial Booth 2A	08/07/2007
TP - Twisted Pair Computer-Video and Audio Transmitter Video and Audio Transmitter - 15HD x2	A02OIFY; A02OIFD	07.04752	@EMA\7 WFC\2\228 - Secretarial Booth 2A	08/07/2007
TP R - Twisted Pair Receiver for RGBHV and Audio RGB & Audio Receiver - BNCs x2	A02FFBM; A02FFCH	07.04753	@EMA\7 WFC\2\228 - Secretarial Booth 2A	08/07/2007
Universal KVM Splitter	437	07.04754	@EMA\7 WFC\2\228 - Secretarial Booth 2A	08/07/2007
wired mice and keyboard x6		07.04757	@EMA\7 WFC\2\228 - Secretarial Booth 2A	08/07/2007
Yamaha MS 101 powered monitor speaker with local volume and tone controls with brackets x2		07.04755	@EMA\7 WFC\2\228 - Secretarial Booth 2A	08/07/2007
Axis 210 Network IP Camera	00408C7E4889	07.04706	@EMA\7 WFC\2\229 - Conference Room 2A	08/07/2007
Axis 213 Network IP Camera with connectors and wall brackets	00408C817432	07.04707	@EMA\7 WFC\2\229 - Conference Room 2A	08/07/2007
Axis 213 Network IP Camera with connectors and wall brackets	00408C812ADA	07.04708	@EMA\7 WFC\2\229 - Conference Room 2A	08/07/2007
Bosch DCN Pluggable Microphone -long stem x3		07.04712	@EMA\7 WFC\2\229 - Conference Room 2A	08/07/2007
Bosch DCN Pluggable Microphone -short stem - includes spares x 175		07.04713	@EMA\7 WFC\2\229 - Conference Room 2A	08/07/2007
Crestron 5.7' Screen colour touch panel	1910548	07.04709	@EMA\7 WFC\2\229 - Conference Room 2A	08/07/2007
Crestron Isys G-Series 12" Touchpanel	1945070	07.04711	@EMA\7 WFC\2\229 - Conference Room 2A	08/07/2007
Dell 17" LCD Monitor in Grey x2		07.04715	@EMA\7 WFC\2\229 - Conference Room 2A	08/07/2007
Dell 1707 FPV 17" LCD Monitor each with Duplicat Rx unit - includes 2 spares x85		07.04705	@EMA\7 WFC\2\229 - Conference Room 2A	08/07/2007
Gyratation Ultra Compact Suite		07.04751	@EMA\7 WFC\2\229 - Conference Room 2A	08/07/2007
Sennheiser PX40 Headphones - includes spares x 177		07.04714	@EMA\7 WFC\2\229 - Conference Room 2A	08/07/2007
Tannoy iP5 Mirage Ceiling Loudspeakers x20		07.04704	@EMA\7 WFC\2\229 - Conference Room 2A	08/07/2007
BOSCH - Dual Delegate Interfaces -3 items		09.07337	@EMA\7 WFC\2\231 - Storeroom	15/09/2008
Bosch 32-CHANNEL INTERPRETER DESK		09.07264	@EMA\7 WFC\2\231 - Storeroom	15/09/2008
Bosch 32-CHANNEL INTERPRETER DESK	8313	09.07265	@EMA\7 WFC\2\231 - Storeroom	15/09/2008
Bosch 32-CHANNEL INTERPRETER DESK	10041	09.07266	@EMA\7 WFC\2\231 - Storeroom	15/09/2008
Bosch 32-CHANNEL INTERPRETER DESK	8197	09.07267	@EMA\7 WFC\2\231 - Storeroom	15/09/2008
Dual Lamp for Panasonic PT-D5600E Projector - 4 ITEMS		09.07336	@EMA\7 WFC\2\231 - Storeroom	15/09/2008
Incidental Entries for SPARES 2nd floor	Misc	09.07335	@EMA\7 WFC\2\231 - Storeroom	15/09/2008
Lamp for NEC MT1060/70 Projector - 10 ITEMS		09.07404	@EMA\7 WFC\2\231 - Storeroom	15/09/2008
JVC GC-V4210PLE plasma screen	16610386	02.08764	@EMA\7 WFC\3\316 Meeting Room 3C	05/09/2002
Sharp LC37GA5E 3 - Aquos LCD TV		05.02446	@EMA\7 WFC\3\318 Break Out Space	13/09/2005
Review Displays 15" 4:3 LCD Delegate Display Monitors		05.02427	@EMA\7 WFC\3\321 Secretariat Booth 3a	13/09/2005
DNP 120" New Wide Angle Rear Projection Screen		05.02372	@EMA\7 WFC\3\324 Meeting Room 3A	13/09/2005

DNP 120" New Wide Angle Rear Projection Screen		05.02373	@EMA\7 WFC\3\324 Meeting Room 3A	13/09/2005
MauveCom duplicat-C receiver unit x 2		05.02452	@EMA\7 WFC\3\324 Meeting Room 3A	13/09/2005
Paradigm Mirror for Rear Projection System		05.02374	@EMA\7 WFC\3\324 Meeting Room 3A	13/09/2005
Paradigm Mirror for Rear Projection System		05.02375	@EMA\7 WFC\3\324 Meeting Room 3A	13/09/2005
Sharp LC37GA5E 3 - Aquos LCD TV		05.02449	@EMA\7 WFC\3\324 Meeting Room 3A	13/09/2005
Tanberg Video Conferencing System		05.02437	@EMA\7 WFC\3\324 Meeting Room 3A	13/09/2005
TV Distribution System - Mediastar Video Hub		05.02455	@EMA\7 WFC\3\324 Meeting Room 3A	13/09/2005
TV Distribution System - Saturn Connectvision Licence		05.02456	@EMA\7 WFC\3\324 Meeting Room 3A	13/09/2005
TV Distribution System A/V V/C		05.02438	@EMA\7 WFC\3\324 Meeting Room 3A	13/09/2005
AMX 16x16 RGBHV Control Panel	N/A	10.10410	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DELL 1708FP17' TFT Monitor-62items	CN-0X877H-72872	10.10409	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Agenda Handling	N/A	10.10369	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS CAT 5 STP Interconnect 1.5 m	N/A	10.10359	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS CAT 5 STP Interconnect 1.5 m	N/A	10.10360	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS CAT 5 STP Interconnect 1.5 m	N/A	10.10361	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Central Control Unit	001.025.207	10.10404	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Chairman Buttons (English)	N/A	10.10358	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Conference Display Application	N/A	10.10342	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Conference Management Software	N/A	10.10372	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Conference Units 500 Units	N/A	10.10364	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Conference User Application	N/A	10.10371	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Database and Delegate Information	N/A	10.10367	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001029199/240/202/192	10.10343	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001029252/193/223/239	10.10374	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001029251/224/226/227	10.10375	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001030184/030/067/057	10.10376	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001030079/100/023/080	10.10377	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001030071/146/055/063	10.10378	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001029197/231/220/205	10.10379	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001030118/123/145/101	10.10380	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001030028/022/036/083	10.10381	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001030087/122/110/099	10.10382	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001030178/085/141/152	10.10383	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001029222/36/35/28	10.10384	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001030000/021/026/134	10.10385	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009

DIS Delegate / Chairman Unit	001030004/041/12 5/129	10.10386	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001030158/168/01 8/29214	10.10387	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001030144/108/00 3/179	10.10388	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001030161/121/18 0/159	10.10390	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001029194/96/204 /207	10.10391	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001029255/42/50/ 25	10.10392	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001029216/19/21/ 15	10.10393	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001029200/229/20 1/30138	10.10394	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001029211/198/24 3/217	10.10395	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001029213/03/33/ 48	10.10396	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001029254/49/12/ 18	10.10397	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001030160/098/08 6/059	10.10398	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001030143/053/03 5/032	10.10399	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001029246/53/38/ 37	10.10400	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001030070/77/006 /61	10.10401	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Delegate / Chairman Unit	001030009/78/102	10.10402	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS External Control Application	N/A	10.10365	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Junction Box, 4 Output	010141160/62/61/ 63/13	10.10351	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Junction Box, 4 Output	010141062/63/60/ 61	10.10352	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Junction Box, 4 Output	010141038/39/36/ 37	10.10353	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Junction Box, 4 Output	010141158/59/56/ 57	10.10354	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Junction Box, 4 Output	010141174/75/72/ 73	10.10355	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Junction Boxes, 2 Taps Outs	010151078/77/76	10.10356	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Junction Boxes, 2 Taps Outs	010151180/81/82/ 83	10.10357	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Microphone Connection Module	N/A	10.10370	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Mimic / Synoptic Module	N/A	10.10368	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Partimentary Coting Control Module	N/A	10.10366	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Voting Units 500 Units	N/A	10.10363	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Ltd Extension Power Supply	010.150.000	10.10403	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Ltd Fanless mini PC, XP Pro	N/A	10.10362	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
DIS Ltd Gooseneck Microphone 40cm Long	N/A	10.10373	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
NEC NEC NP02ZL Zoom Lens		10.10411	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
NEC NEC NP02ZL Zoom Lens		10.10413	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
NEC NEC NP1150 Projector	01150390 8X40	10.10412	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
NEC NEC NP1150 Projector	01150390 8X4	10.10414	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009

RDL ST-MX2 Mic - Line Converter		10.10416	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
RDL Universal Power Supply		10.10415	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
Sennheiser Headphones		10.10408	@EMA\7 WFC\3\324 Meeting Room 3A	01/10/2009
Sharp LC37GA5E 3 - Aquos LCD TV		05.02448	@EMA\7 WFC\3\329 Restaurant	13/09/2005
AMX8x8 Matrix switcher RGBHV and stereo audio	370808567AP0690001	10.09850	@EMA\7 WFC\3\329 Restaurant	25/11/2009
Crestron TPSI-6X Control Package	3726699	10.09856	@EMA\7 WFC\3\329 Restaurant	25/11/2009
Draper Access V Proj Screen	N/A	10.09853	@EMA\7 WFC\3\329 Restaurant	25/11/2009
Extron DVS-304 Scaler	A07ELR0 ER 20610	10.09832	@EMA\7 WFC\3\329 Restaurant	25/11/2009
Mauve Duplicate 16-Way (2 x 8-way)DA	N/A	10.09837	@EMA\7 WFC\3\329 Restaurant	25/11/2009
MauveRack Mouted Distribution amp	N/A	10.09841	@EMA\7 WFC\3\329 Restaurant	25/11/2009
Middle Atlantic 35U Equipment Rack	N/A	10.09836	@EMA\7 WFC\3\329 Restaurant	25/11/2009
Mode-AIlectern 2 with Fascia	N/A	10.09852	@EMA\7 WFC\3\329 Restaurant	25/11/2009
Mode-AIPlasma stand Advanced with castors-5items	N/A	10.09857	@EMA\7 WFC\3\329 Restaurant	25/11/2009
NECNEC Multeos 40` TFT	93102131YB	10.09843	@EMA\7 WFC\3\329 Restaurant	25/11/2009
NECNEC Multeos 40` TFT	93102133YB	10.09844	@EMA\7 WFC\3\329 Restaurant	25/11/2009
NECNEC Multeos 40` TFT	93102134YB	10.09845	@EMA\7 WFC\3\329 Restaurant	25/11/2009
NECNEC Multeos 40` TFT	93102136YB	10.09846	@EMA\7 WFC\3\329 Restaurant	25/11/2009
NECNEC Multeos 40` TFT	92101893YB	10.09847	@EMA\7 WFC\3\329 Restaurant	25/11/2009
NECNEC Multeos 40` TFT	92101896YB	10.09848	@EMA\7 WFC\3\329 Restaurant	25/11/2009
NECNEC Multeos 40` TFT	92101910YB	10.09849	@EMA\7 WFC\3\329 Restaurant	25/11/2009
Panasonic Projector 6000 Ansi WXGA	SH9250003	10.09858	@EMA\7 WFC\3\329 Restaurant	25/11/2009
Panasonic Projector lens ET-DL350 for PT-DW6300	N/A	10.09851	@EMA\7 WFC\3\329 Restaurant	25/11/2009
Polycom Sounstructure audio processor	0004F2BF0D4C	10.09855	@EMA\7 WFC\3\329 Restaurant	25/11/2009
QSC100V 4 Channel amplifier	90852442	10.09838	@EMA\7 WFC\3\329 Restaurant	25/11/2009
Sennheiser UHF Hand held microphone-2items	N/A	10.09839	@EMA\7 WFC\3\329 Restaurant	25/11/2009
Sennheiser UHF Lapel microphone-4items	N/A	10.09854	@EMA\7 WFC\3\329 Restaurant	25/11/2009
Tannoy Column speakers-2items	N/A	10.09834	@EMA\7 WFC\3\329 Restaurant	25/11/2009
TFT5010R Rack mount Monitor	220BL72HQ142	02.09151	@EMA\7 WFC\4\432 Data Room\RACK 405	15/11/2002
16 Port IP KVM switcher	K35BZ0AQDNT0CD	02.09150	@EMA\7 WFC\4\432 Data Room\RACK 407	15/11/2002
Dell 1707 FPV 17" LCD Monitor in grey.	CN-OUY547-71618-7B5-AKNZ	09.07300	@EMA\7 WFC\4\434 Secretariat Booth 4A	15/09/2008
Dell 1707 FPV 17" LCD Monitor in grey.	CN-OUY547-71618-7B5-AKNT	09.07301	@EMA\7 WFC\4\434 Secretariat Booth 4A	15/09/2008
Dell 1707 FPV 17" LCD Monitor in grey.	CN-OUY547-71618-7B5-AKNL	09.07302	@EMA\7 WFC\4\434 Secretariat Booth 4A	15/09/2008
Dell 1707 FPV 17" LCD Monitor in grey.	CN-OUY547-71618-7B5-AKNH	09.07303	@EMA\7 WFC\4\434 Secretariat Booth 4A	15/09/2008
Dell 1707 FPV 17" LCD Monitor in grey.	CN-OUY547-71618-7B5-AKMG	09.07304	@EMA\7 WFC\4\434 Secretariat Booth 4A	15/09/2008
Dell 1707 FPV 17" LCD Monitor in grey.	CN-OUY547-71618-7B5-AKME	09.07305	@EMA\7 WFC\4\434 Secretariat Booth 4A	15/09/2008

Mauve Systems - Duplicat Rx unit. With auto-EQ. RGBHV + hifi stereo audio - 110 metre version - 4 ITEMS		09.07312	@EMA\7 WFC\4\434 Secretariat Booth 4A	15/09/2008
YAMAHA - Powered monitor speaker	NZ01348	09.07344	@EMA\7 WFC\4\434 Secretariat Booth 4A	15/09/2008
YAMAHA - Powered monitor speaker	NZ01340	09.07345	@EMA\7 WFC\4\434 Secretariat Booth 4A	15/09/2008
YAMAHA - Powered monitor speaker	NZ01333	09.07346	@EMA\7 WFC\4\434 Secretariat Booth 4A	15/09/2008
YAMAHA - Powered monitor speaker	NZ01331	09.07347	@EMA\7 WFC\4\434 Secretariat Booth 4A	15/09/2008
Yamaha BWS20-190 wall bracket (Pair) - 2 ITEMS		09.07376	@EMA\7 WFC\4\434 Secretariat Booth 4A	15/09/2008
45U Rack 600 x 600 with accessories	N/A	10.09778	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Amina Loudspeakers 600 x 600-16 ITEMS	N/A	10.09779	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Cat 5 STP Interconnect 3m	N/A	10.09790	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Central Control Unit	001.025.188	10.09791	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Conference Display Application	N/A	10.09792	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Conference Management Software	N/A	10.09793	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Crestron 2 Series Ethernet Card	2960327	10.09784	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Crestron Central Controller	3723252	10.09785	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Crestron ISYS G Series 12	4039746	10.09786	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Crestron ISYS G Series 12	3735108	10.09787	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Crestron QM-TX Transmitter	3696881	10.09788	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Crestron QM-TX Transmitter	3696845	10.09789	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Da-Lite 15:9 100' Screen	N/A	10.09802	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Da-Lite 15:9 100' Screen	N/A	10.09803	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Da-Lite 15:9 100' Screen	N/A	10.09804	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Da-Lite 15:9 100' Screen	N/A	10.09805	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Database & Delegate info	N/A	10.09794	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Delegate Chairman Unit	N/A	10.09801	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Duplicat 1:16 way VGA DA	N/A	10.09814	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Duplicat RGBHV RX Unit	N/A	10.09815	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
DVD2930 DVD Player	6128403081	10.09806	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Extension PSU	010.150.003	10.09795	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Extron MPG 464 Processor	A0706KN ER 20651	10.09807	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Extron Scaler to RGBHV	A06CJBP ER 20610	10.09808	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Fanless Mini PC-XP Pro	N/A	10.09796	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Gooseneck Mic 40cm Long	N/A	10.09797	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Junction Boxes - 2 Taps Out	N/A	10.09799	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Modula 28x20 Stereo Audio Matrix	342828002AP2890 001	10.09780	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009

NEC NP08ZL Short Zoom Lens	N/A	10.09816	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
NEC NP08ZL Short Zoom Lens	N/A	10.09817	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
NEC NP08ZL Short Zoom Lens	N/A	10.09818	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
NEC NP08ZL Short Zoom Lens	N/A	10.09819	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
NEC NP4001 DLP Projector	01150352 94A0138CK	10.09820	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
NEC NP4001 DLP Projector	01150352 94A0136CK	10.09821	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
NEC NP4001 DLP Projector	01150352 94A0158CK	10.09822	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
NEC NP4001 DLP Projector	01150352 94A0159CK	10.09823	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Optima 24x16 Wideband Video Board	1046-554-2455-1/-2	10.09777	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Optima 24x16 Wideband Video Board	1046-428-2455-1/-2/-3	10.09782	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Optima 24x16 Wideband Video Board	1046-213-2455	10.09781	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Optima 3RU Enclosure	460000AP2790002/-1	10.09783	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Partimentary Voting Control Software	N/A	10.09800	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Polycom Soundstructure C16	0004F2BF145E	10.09824	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
QSC Programme Sound Amplifier	080828359	10.09825	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Rack connection plates	N/A	10.09813	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Somfy Low Voltage Controller	N/A	10.09826	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Sony EVI-HDI Camera	S01-0403289C	10.09827	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Sony EVI-HDI Camera	S01-0403279B	10.09828	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Sony EVI-HDI Camera	S01-0403311+	10.09829	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Sony EVI-HDI Camera	S01-04032779	10.09830	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Unicol Projector Ceiling Mount	N/A	10.09831	@EMA\7 WFC\4\438 Meeting Room 4B	16/10/2009
Multeos 40"" TFT LCD	87004198YB	10.09776	@EMA\7 WFC\4\439 Break-Out Area	16/10/2009
Multeos 40"" TFT LCD	92101911YB	10.09775	@EMA\7 WFC\4\439 Break-Out Area	16/10/2009
Sharp LC37GA5E 3 - Aquos LCD TV		05.02447	@EMA\7 WFC\4\440 Seating Area	13/09/2005
Sharp Aquos 37" LCD Screen		09.07359	@EMA\7 WFC\4\440 Seating Area	15/09/2008
Xactmatch Plasma/LCD Tilting Wall Mount - up to 50"		09.07375	@EMA\7 WFC\4\440 Seating Area	15/09/2008
4A - Interpretation Booth incidental entries	Misc	09.07270	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
Bosch 32-CHANNEL INTERPRETER DESK	8332	09.07243	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
Bosch 32-CHANNEL INTERPRETER DESK	8330	09.07244	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
Bosch 32-CHANNEL INTERPRETER DESK	8315	09.07245	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
Bosch 32-CHANNEL INTERPRETER DESK	8277	09.07246	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
Bosch 32-CHANNEL INTERPRETER DESK	8259	09.07247	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008

Bosch 32-CHANNEL INTERPRETER DESK	8240	09.07248	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
Bosch 32-CHANNEL INTERPRETER DESK	8226	09.07249	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
Bosch 32-CHANNEL INTERPRETER DESK	8224	09.07250	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
Bosch 32-CHANNEL INTERPRETER DESK	8217	09.07251	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
Bosch 32-CHANNEL INTERPRETER DESK	8205	09.07252	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
Bosch 32-CHANNEL INTERPRETER DESK	8190	09.07253	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
Bosch 32-CHANNEL INTERPRETER DESK	8187	09.07254	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
Dell 1707 FPV 17" LCD Monitor in grey.	CN-OUY547-71618-7B5-AKP1	09.07288	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
Dell 1707 FPV 17" LCD Monitor in grey.	CN-OUY547-71618-7B5-AKNY	09.07289	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
Dell 1707 FPV 17" LCD Monitor in grey.	CN-OUY547-71618-7B5-AKNW	09.07290	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
Dell 1707 FPV 17" LCD Monitor in grey.	CN-OUY547-71618-7B5-AKNP	09.07291	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
Dell 1707 FPV 17" LCD Monitor in grey.	CN-OUY547-71618-7B5-AKNN	09.07292	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
Dell 1707 FPV 17" LCD Monitor in grey.	CN-OUY547-71618-7B5-AKNM	09.07293	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
Dell 1707 FPV 17" LCD Monitor in grey.	CN-OUY547-71618-7B5-AKNK	09.07294	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
Dell 1707 FPV 17" LCD Monitor in grey.	CN-OUY547-71618-7B5-AKND	09.07295	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
Dell 1707 FPV 17" LCD Monitor in grey.	CN-OUY547-71618-7B5-AKN9	09.07296	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
Dell 1707 FPV 17" LCD Monitor in grey.	CN-OUY547-71618-7B5-AKMF	09.07297	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
Dell 1707 FPV 17" LCD Monitor in grey.	CN-OUY547-71618-7B5-AKMD	09.07298	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
Dell 1707 FPV 17" LCD Monitor in grey.	CN-OUY547-71618-7B5-AKMB	09.07299	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
YAMAHA - Powered monitor speaker	NZ01371	09.07338	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
YAMAHA - Powered monitor speaker	NZ01370	09.07339	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
YAMAHA - Powered monitor speaker	NZ01359	09.07340	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
YAMAHA - Powered monitor speaker	NZ01356	09.07341	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
YAMAHA - Powered monitor speaker	NZ01353	09.07342	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
YAMAHA - Powered monitor speaker	NZ01351	09.07343	@EMA\7 WFC\4\447 English Interpretation Booth 4A	15/09/2008
4A meeting room Incidental Entries	Misc	09.07285	@EMA\7 WFC\4\453 Meeting Room 4A	15/09/2008
Axis Network IP Camera	00408C8DC72D	09.07284	@EMA\7 WFC\4\453 Meeting Room 4A	15/09/2008

BOSCH - 75 items of Dual Delegate Interfaces		09.07329	@EMA\7 WFC\4\453 Meeting Room 4A	15/09/2008
BOSCH - Simultaneous Interpretation Software	Software	09.07371	@EMA\7 WFC\4\453 Meeting Room 4A	15/09/2008
BOSCH - Synoptic Microphone & Voting Control Software		09.07370	@EMA\7 WFC\4\453 Meeting Room 4A	15/09/2008
CRESTRON - "Isys G-Series 12"" Touchpanel"	3360926	09.07406	@EMA\7 WFC\4\453 Meeting Room 4A	15/09/2008
Crestron - "Wireless 5.7"" Screen Colour Touch panel"	3448267	09.07380	@EMA\7 WFC\4\453 Meeting Room 4A	15/09/2008
JBL - Tannoy iP5 Mirage Ceiling Loudspeakers - 8 ITEMS		09.07369	@EMA\7 WFC\4\453 Meeting Room 4A	15/09/2008
Mauve Systems - Duplicat 16-way (2 x 8-way) - 3 ITEMS		09.07328	@EMA\7 WFC\4\453 Meeting Room 4A	15/09/2008
NEC - "Option lens for NP4000/NP4001, 1.33-1.79:1x1.34 short zoom (NP07ZL) - 3 ITEMS"		09.07396	@EMA\7 WFC\4\453 Meeting Room 4A	15/09/2008
NEC - "Option lens for NP4000/NP4001, 1.33-1.79:1x1.34 short zoom (NP07ZL) - 3 ITEMS"		09.07397	@EMA\7 WFC\4\453 Meeting Room 4A	15/09/2008
NEC NP4001 Desktop/Install DLP Projector	01150352 7YA0149CA	09.07389	@EMA\7 WFC\4\453 Meeting Room 4A	15/09/2008
NEC NP4001 Desktop/Install DLP Projector	01150352 7YA0146CA	09.07390	@EMA\7 WFC\4\453 Meeting Room 4A	15/09/2008
NEC NP4001 Desktop/Install DLP Projector	01150352 84A0174CB	09.07388	@EMA\7 WFC\4\453 Meeting Room 4A	15/09/2008
NEC NP4001 Desktop/Install DLP Projector	01150352 7YA0106CA	09.07391	@EMA\7 WFC\4\453 Meeting Room 4A	15/09/2008
Neovo 15" LCD Monitor	C1X15EV48180019 9	09.07387	@EMA\7 WFC\4\453 Meeting Room 4A	15/09/2008
SONY HD Camera - White	S01-401598	09.07326	@EMA\7 WFC\4\453 Meeting Room 4A	15/09/2008
SONY HD Camera - White	S01-401588	09.07327	@EMA\7 WFC\4\453 Meeting Room 4A	15/09/2008
Bosch 32-CHANNEL INTERPRETER DESK	8281	09.07258	@EMA\7 WFC\4\454 English Interpretation Booth 4C	15/09/2008
Bosch 32-CHANNEL INTERPRETER DESK	8228	09.07259	@EMA\7 WFC\4\454 English Interpretation Booth 4C	15/09/2008
Bosch 32-CHANNEL INTERPRETER DESK	8221	09.07260	@EMA\7 WFC\4\454 English Interpretation Booth 4C	15/09/2008
Bosch 32-CHANNEL INTERPRETER DESK	8201	09.07261	@EMA\7 WFC\4\454 English Interpretation Booth 4C	15/09/2008
Bosch 32-CHANNEL INTERPRETER DESK	8195	09.07262	@EMA\7 WFC\4\454 English Interpretation Booth 4C	15/09/2008
Bosch 32-CHANNEL INTERPRETER DESK	8189	09.07263	@EMA\7 WFC\4\454 English Interpretation Booth 4C	15/09/2008
Dell 1707 FPV 17" LCD Monitor in grey.	CN-OUY547-71618- 7B5-AKNX	09.07306	@EMA\7 WFC\4\454 English Interpretation Booth 4C	15/09/2008
Dell 1707 FPV 17" LCD Monitor in grey.	CN-OUY547-71618- 7B5-AKNV	09.07307	@EMA\7 WFC\4\454 English Interpretation Booth 4C	15/09/2008
Dell 1707 FPV 17" LCD Monitor in grey.	CN-OUY547-71618- 7B5-AKNU	09.07308	@EMA\7 WFC\4\454 English Interpretation Booth 4C	15/09/2008
Dell 1707 FPV 17" LCD Monitor in grey.	CN-OUY547-71618- 7B5-AKNR	09.07309	@EMA\7 WFC\4\454 English Interpretation Booth 4C	15/09/2008
Dell 1707 FPV 17" LCD Monitor in grey.	CN-OUY547-71618- 7B5-AKNQ	09.07310	@EMA\7 WFC\4\454 English Interpretation Booth 4C	15/09/2008
Dell 1707 FPV 17" LCD Monitor in grey.	CN-OUY547-71618- 7B5-AKNJ	09.07311	@EMA\7 WFC\4\454 English Interpretation Booth 4C	15/09/2008
Incidental Entries for Interpretation Booth 4A	Misc	09.07334	@EMA\7 WFC\4\454 English Interpretation Booth 4C	15/09/2008

YAMAHA - Powered monitor speaker	NZ01376	09.07356	@EMA\7 WFC\4\454 English Interpretation Booth 4C	15/09/2008
YAMAHA - Powered monitor speaker	NZ01361	09.07357	@EMA\7 WFC\4\454 English Interpretation Booth 4C	15/09/2008
YAMAHA - Powered monitor speaker	NZ01342	09.07358	@EMA\7 WFC\4\454 English Interpretation Booth 4C	15/09/2008
Yamaha BWS20-190 wall bracket (Pair) - 2 ITEMS		09.07386	@EMA\7 WFC\4\454 English Interpretation Booth 4C	15/09/2008
JVC GC-V4210PLE plasma screen	16610386	02.08769	@EMA\7 WFC\4\459 Meeting Room 4C	05/09/2002
Audio Technica - UHF wireless Handheld system	08151168	09.07385	@EMA\7 WFC\4\459 Meeting Room 4C	15/09/2008
Audio Technica - UHF wireless Lapel Microphone	07501615	09.07384	@EMA\7 WFC\4\459 Meeting Room 4C	15/09/2008
Axis Network IP Camera	00408C8E578B	09.07286	@EMA\7 WFC\4\459 Meeting Room 4C	15/09/2008
BOSCH - Simultaneous Interpretation Software	Software	09.07374	@EMA\7 WFC\4\459 Meeting Room 4C	15/09/2008
BOSCH - Synoptic Microphone & Voting Control Software	Software	09.07373	@EMA\7 WFC\4\459 Meeting Room 4C	15/09/2008
CRESTRON - "Isys G-Series 12"" Touchpanel"	3360930	09.07407	@EMA\7 WFC\4\459 Meeting Room 4C	15/09/2008
Crestron - "Wireless 5.7"" Screen Colour Touch panel"	3448269	09.07383	@EMA\7 WFC\4\459 Meeting Room 4C	15/09/2008
DELL - OptiPlex 755 MT PC	DXR8W3J (30339318655)	09.07398	@EMA\7 WFC\4\459 Meeting Room 4C	15/09/2008
Incidental Entries for Technical Booth 4A	Misc	09.07330	@EMA\7 WFC\4\459 Meeting Room 4C	15/09/2008
JBL - Tannoy iP5 Mirage Ceiling Loudspeakers - 8 ITEMS	K-26T-1384221-C	09.07372	@EMA\7 WFC\4\459 Meeting Room 4C	15/09/2008
Mauve Systems - Duplicat 16-way DA		09.07333	@EMA\7 WFC\4\459 Meeting Room 4C	15/09/2008
NEC - "Option lens for NP4000/NP4001, 1.33-1.79:1x1.34 short zoom (NP07ZL) - 3 ITEMS"		09.07399	@EMA\7 WFC\4\459 Meeting Room 4C	15/09/2008
NEC NP4001 Desktop/Install DLP Projector	01150352 84A0158CB	09.07393	@EMA\7 WFC\4\459 Meeting Room 4C	15/09/2008
NEC NP4001 Desktop/Install DLP Projector	01150352 84A0020CB	09.07394	@EMA\7 WFC\4\459 Meeting Room 4C	15/09/2008
Neovo 15" LCD Monitor	C1X15EV48180021 3	09.07392	@EMA\7 WFC\4\459 Meeting Room 4C	15/09/2008
SONY HD Camera - White	S01-401628	09.07331	@EMA\7 WFC\4\459 Meeting Room 4C	15/09/2008
SONY HD Camera - White	S01-401602	09.07332	@EMA\7 WFC\4\459 Meeting Room 4C	15/09/2008
AMPETRONIC - ILD300 Loop amplifier	C24 1882	09.07314	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
AMPETRONIC - ILD300 Loop amplifier	C24 1736	09.07315	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
APC - IP Controlled Mains Distribution Unit - 4 ITEMS	ZA0805006596	09.07403	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
BOSCH - "Extended Power Supply, Dark Case - 6 ITEMS"		09.07323	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
Bosch - Central Control Unit, Mounting"	20004CE6	09.07277	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
Bosch - Central Control Unit, Mounting"	20004CE7	09.07278	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
Cable Time - 753 Compact RS232 to IR Adapter		09.07280	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
Cable Time - 753 Compact RS232 to IR Adapter	8600016	09.07281	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
CABLE TIME - MediaStar Compact Hub 1U rack mountable	8008966	09.07401	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
Canford Audio - Rack Monitor - 2 ITEMS		09.07368	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
Codec 3000 MXP Natural Presenter Package (NPP)	Software	09.07275	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008

CRESTRON - 3 Port RS-232/422/485 Card - for 2-series only! - 5 ITEMS	2963894	09.07255	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
CRESTRON - Control Processor		09.07273	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
CRESTRON - Control Processor	2936754	09.07274	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
CRESTRON - QuickMedia Transmitter with 5 x BNC inputs	3479804	09.07350	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
CRESTRON - QuickMedia Transmitter with 5 x BNC inputs	3479786	09.07351	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
CRESTRON - QuickMedia Transmitter with 5 x BNC inputs	3479723	09.07352	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
CRESTRON - QuickMedia Transmitter with 5 x BNC inputs	3479650	09.07353	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
Crestron - Single Port 10/100 BaseT Ethernet (30 users)	2960078	09.07364	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
Crestron - Single Port 10/100 BaseT Ethernet (30 users)	2960083	09.07365	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
CRESTRON -Way RF Gateway for STXI-1700C - International Version, 220 Volts"	3450983	09.07256	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
CRESTRON -Way RF Gateway for STXI-1700C - International Version, 220 Volts"	2851836	09.07257	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
DENON - "DVD-DVD-R/+R,HDMI"	8026602466	09.07324	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
DENON - "DVD-DVD-R/+R,HDMI"	7126602043	09.07325	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
EXTRON - Four Input Video & RGB Scaler		09.07319	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
EXTRON - Four Input Video & RGB Scaler		09.07320	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
EXTRON - TP - Twisted Pair Transmitter - 15HD - 12 ITEMS		09.07379	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
EXTRON - TP R - Twisted Pair Receiver - BNCs - 12 ITEMS		09.07378	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
Extron DA 6A - 3 ITEMS		09.07322	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
Extron RGB 192V- 10 ITEMS		09.07321	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
Gyratlon Ultra Compact Suite	Software	09.07318	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
HUMAX F2FOXT (Freeview)	63710206900178	09.07317	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
HUMAX F2FOXT (Freeview)	63710206900143	09.07316	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
Incidental Entries for Technical Booth 4A	Misc	09.07313	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
Mediastar Compact TV Receiver - 2 ITEMS	8009477	09.07400	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
Middle Atlantic - 44U Rack 670mm Deep		09.07282	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
Middle Atlantic - 44U Rack 670mm Deep		09.07283	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
Polycom - "Vortex EF2280 Multi-Channel AEC/Noise Canceller w/Auto Mic Mixing and Matrix Mixer"	D2081770293D	09.07377	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
Polycom - Single Line PSTN Interface - 2 ITEMS	E20818C002D3	09.07366	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
Polycom - Soundstructure C16	R0004F2BF07B7	09.07362	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
Polycom - Soundstructure C16	R0004F2BF015C	09.07363	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
QSC - Programme Sound Amplifier	(21)030731568	09.07355	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
QSC - Programme Sound Amplifier	(21)030731567	09.07354	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
Sabine - Single Channel Feedback Exterminator - 4 ITEMS	FBX 12012113	09.07367	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
Tandberg - Codec 3000 MXP Multi Site	Software	09.07276	@EMA\7 WFC\4\464	15/09/2008

(MS) (Requires NPP)			Photocopier Area	
TANDBERG - Core Advanced Services for 3000MXP	Software	09.07271	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
TANDBERG - Core Advanced Services for 3000MXP	Software	09.07272	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
Tandberg Codec 3000 MXP	33A51238	09.07361	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
Tandberg Video Switch	53A02425	09.07360	@EMA\7 WFC\4\464 Photocopier Area	15/09/2008
Panasonic -50"" Plasma Display (W-XGA) black	%FC-9130297	09.09581	@EMA\7 WFC\5	20/10/2009
Hitachi CPX380W projector	G2C001859	02.08767	@EMA\7 WFC\6\611	05/09/2002
Tandberg 1700 MXP VC Unit	39B03376		@EMA\7 WFC\8\805U	
Tandberg Border Controller with 25 registrations and 5 transversal calls	43A02687		@EMA\7 WFC\8\839 - Data Room	
Tandberg Gatekeeper with 125 registrations,25 local network call & 5 firewall transversal calls	37A03827		@EMA\7 WFC\8\839 - Data Room	
Tandberg TMS Server Appliance (preinstalled with TMS-25 system license)	80B01366		@EMA\7 WFC\8\839 - Data Room	
Extron DA-P2DA2+, Switch box		02.07902	@EMA\7 WFC	29/01/2002
Extron DA-P2DA2+, Switch box		02.07903	@EMA\7 WFC	29/01/2002
CD Player Recorder (Black) - Marantz DR6000	MZ111140062	02.08421	@EMA\7 WFC	14/06/2002
Hitachi CPX380W projector	G2C001959	02.08766	@EMA\7 WFC	05/09/2002
VGA video splitter 1i/p - 4o/p		03.05143	@EMA\7 WFC	19/02/2003
AMX-12x12 Matrix	461212560AP1180007	09.09725	@EMA\7 WFC\1	20/10/2009
AMX-8x8 Matrix switcher	370808567AP0690008	09.09731	@EMA\7 WFC\1	20/10/2009
AMX-8x8 Matrix switcher	37080567AP0990007	09.09730	@EMA\7 WFC\1	20/10/2009
APC-1U rack mountable power distribution	n/a	09.09684	@EMA\7 WFC\1	20/10/2009
APC-1U rack mountable power distribution	ZA0849008044	09.09697	@EMA\7 WFC\1	20/10/2009
APC-1U rack mountable power distribution	ZA0851008623	09.09698	@EMA\7 WFC\1	20/10/2009
APC-1U rack mountable power distribution	ZA084008079	09.09699	@EMA\7 WFC\1	20/10/2009
APC-1U rack mountable power distribution	7A0849008013	09.09700	@EMA\7 WFC\1	20/10/2009
Axis network camera	00408C978A39	09.09740	@EMA\7 WFC\1	20/10/2009
Crestron -Media Presentation Controller	3959165	09.09689	@EMA\7 WFC\1	20/10/2009
Crestron-2-Series Card	3537009	09.09737	@EMA\7 WFC\1	20/10/2009
Crestron-2-Series Card	3537002	09.09738	@EMA\7 WFC\1	20/10/2009
Crestron-2-Series Card	3536799	09.09739	@EMA\7 WFC\1	20/10/2009
Crestron-3 Port RS-232/422/485	3608292	09.09741	@EMA\7 WFC\1	20/10/2009
Crestron-3 Port RS-232/422/485	3607612	09.09742	@EMA\7 WFC\1	20/10/2009
Crestron-3-Card Ex Cage	n/a	09.09749	@EMA\7 WFC\1	20/10/2009
Crestron-3-Card Ex Cage	n/a	09.09750	@EMA\7 WFC\1	20/10/2009
Crestron-Economical Control	3643128	09.09727	@EMA\7 WFC\1	20/10/2009
Crestron-Economical Control	3457216	09.09728	@EMA\7 WFC\1	20/10/2009
Crestron-Economical Control	3457185	09.09729	@EMA\7 WFC\1	20/10/2009
Extron Architectural Interface	A06W8EB ER 19723	09.09746	@EMA\7 WFC\1	20/10/2009
Extron Mono power amplifier	A07CLHY ER 205361109	09.09690	@EMA\7 WFC\1	20/10/2009
Extron Mono power amplifier	A07CLJP ER 205361109	09.09691	@EMA\7 WFC\1	20/10/2009
Extron Mono power amplifier	A07CLJ1 ER 205361109	09.09692	@EMA\7 WFC\1	20/10/2009
Extron Twisted pair receiver	A070SKR ER 20196	09.09687	@EMA\7 WFC\1	20/10/2009
Extron Twisted pair receiver	N/a	09.09696	@EMA\7 WFC\1	20/10/2009
Extron Twisted pair transmitter	636348058 ER 14227A	09.09693	@EMA\7 WFC\1	20/10/2009

Extron Twisted pair transmitter	A058L7A ER 18959	09.09694	@EMA\7 WFC\1	20/10/2009
Extron Twisted pair transmitter	A054EJX ER 18959	09.09695	@EMA\7 WFC\1	20/10/2009
Extron Twisted pair transmitter	A07IGS9 ER 20601	09.09686	@EMA\7 WFC\1	20/10/2009
Extron Two Input VGA and Stereo Audio Switcher	A063L8V ER 18976	09.09688	@EMA\7 WFC\1	20/10/2009
Extron VGA distribution amplifier	A075KYQ ER 20366	09.09748	@EMA\7 WFC\1	20/10/2009
Logitech Quick Cam Webcam	BC-0700	09.09685	@EMA\7 WFC\1	20/10/2009
Panasonic -50" Plasma Display (W-XGA) black	%FC-9120002	09.09681	@EMA\7 WFC\1	20/10/2009
Panasonic -Speakers for TH-58PH10 black	n/a	09.09683	@EMA\7 WFC\1	20/10/2009
Polycom Noise canceller	0004F2BF108D	09.09722	@EMA\7 WFC\1	20/10/2009
Polycom Noise canceller	0004F2BF0DEA	09.09723	@EMA\7 WFC\1	20/10/2009
Polycom Noise canceller	0004F2BF0DDDB	09.09724	@EMA\7 WFC\1	20/10/2009
Polycom-Single-line	E20842C00656	09.09743	@EMA\7 WFC\1	20/10/2009
Polycom-Single-line	E20842C006B9	09.09744	@EMA\7 WFC\1	20/10/2009
Polycom-Single-line	E20842C006F4	09.09745	@EMA\7 WFC\1	20/10/2009
Standard & Pochin-45U Black	n/a	09.09734	@EMA\7 WFC\1	20/10/2009
Standard & Pochin-45U Black	n/a	09.09735	@EMA\7 WFC\1	20/10/2009
Standard & Pochin-45U Black	n/a	09.09736	@EMA\7 WFC\1	20/10/2009
Unicol Xactma LCD Wall Mount	n/a	09.09751	@EMA\7 WFC\1	20/10/2009
Unicol Xactma LCD Wall Mount	n/a	09.09752	@EMA\7 WFC\1	20/10/2009
Extron Architectural Interface	A06FDHN ER 19496	09.09747	@EMA\7 WFC\1	20/10/2009
Ampetronic Reception desk	L10 3781	09.09755	@EMA\7 WFC\1\136 - Reception Desk	20/10/2009
Samsung-19" HD LCD TV	67543HLS302414	09.09757	@EMA\7 WFC\1\138 - Security	20/10/2009
Mauve-Duplicat Rx unit. Auto-EQ 0-300m	n/a	09.09590	@EMA\7 WFC\1\140- Break Out Area	20/10/2009
Nec-40" TFT LCD PAL NTSC 1920 x 1080		09.09588	@EMA\7 WFC\1\140- Break Out Area	20/10/2009
Nec-40" TFT LCD PAL NTSC 1920 x 1080	8X101181YB	09.09592	@EMA\7 WFC\1\140- Break Out Area	20/10/2009
Nec-40" TFT LCD PAL NTSC 1920 x 1080	8X101183YB	09.09593	@EMA\7 WFC\1\140- Break Out Area	20/10/2009
Amina-600 x 600 loudspeaker 100V	A06MT3L ER E18641	09.09598	@EMA\7 WFC\1\143 - Meeting Room 1A	20/10/2009
Amina-600 x 600 loudspeaker 100V	A06MT3L ER E18641	09.09599	@EMA\7 WFC\1\143 - Meeting Room 1A	20/10/2009
Amina-600 x 600 loudspeaker 100V	EMEA-1003009-JP/EXT	09.09600	@EMA\7 WFC\1\143 - Meeting Room 1A	20/10/2009
Amina-600 x 600 loudspeaker 100V	EMEA-1003009-JP/EXT	09.09601	@EMA\7 WFC\1\143 - Meeting Room 1A	20/10/2009
AMX-8x8 Matrix switcher	370808567AP0690005	09.09766	@EMA\7 WFC\1\143 - Meeting Room 1A	20/10/2009
Axis-Fixed indoor network camera	00408C9787D7	09.09705	@EMA\7 WFC\1\143 - Meeting Room 1A	20/10/2009
Crestron -TPS-6X button engraving	n/a	09.09596	@EMA\7 WFC\1\143 - Meeting Room 1A	20/10/2009
Crestron- 5.7" Touchpanel	4061219	09.09765	@EMA\7 WFC\1\143 - Meeting Room 1A	20/10/2009
Crestron-High powered RF Gateway for the TPSI-6X	3784269	09.09704	@EMA\7 WFC\1\143 - Meeting Room 1A	20/10/2009
Extron Mono power amplifier	A07CLJK ER 205361109	09.09602	@EMA\7 WFC\1\143 - Meeting Room 1A	20/10/2009
Extron Twisted pair transmitter	A058L7H ER 18959	09.09595	@EMA\7 WFC\1\143 - Meeting Room 1A	20/10/2009
Extron Twisted pair transmitter	A054YZX ER 18959	09.09597	@EMA\7 WFC\1\143 - Meeting Room 1A	20/10/2009
Extron Twisted pair transmitter	A058L7C ER 18959	09.09703	@EMA\7 WFC\1\143 - Meeting Room 1A	20/10/2009
Panasonic -58" Plasma full HD	%FC-8650137	09.09763	@EMA\7 WFC\1\143 - Meeting Room 1A	20/10/2009
Panasonic -58" Plasma full HD	%FC-9130057	09.09764	@EMA\7 WFC\1\143 - Meeting Room 1A	20/10/2009

Panasonic -Speakers for TH-58PH10 black	n/a	09.09603	@EMA\7 WFC\1\143 - Meeting Room 1A	20/10/2009
Panasonic -Speakers for TH-58PH10 black	n/a	09.09604	@EMA\7 WFC\1\143 - Meeting Room 1A	20/10/2009
Polycom Noise canceller	0004F2BF1020	09.09762	@EMA\7 WFC\1\143 - Meeting Room 1A	20/10/2009
Polycom Single-line	E20842C00625	09.09768	@EMA\7 WFC\1\143 - Meeting Room 1A	20/10/2009
Shure-Dual mic-2items	n/a	09.09767	@EMA\7 WFC\1\143 - Meeting Room 1A	20/10/2009
Shure-Tri element desktop microphone-2items	n/a	09.09706	@EMA\7 WFC\1\143 - Meeting Room 1A	20/10/2009
Sony-High definition camera	S0101042924	09.09713	@EMA\7 WFC\1\143 - Meeting Room 1A	20/10/2009
Amina-600 x 600 loudspeaker 100V	A06MUFF ER E18641	09.09607	@EMA\7 WFC\1\144 - Meeting Room 1B	20/10/2009
Amina-600 x 600 loudspeaker 100V	A06MUFF ER E18641	09.09608	@EMA\7 WFC\1\144 - Meeting Room 1B	20/10/2009
Amina-600 x 600 loudspeaker 100V	A06MU4L ER E18641	09.09609	@EMA\7 WFC\1\144 - Meeting Room 1B	20/10/2009
Amina-600 x 600 loudspeaker 100V	A06MU4L ER E18641	09.09610	@EMA\7 WFC\1\144 - Meeting Room 1B	20/10/2009
Axis-Fixed indoor network camera	00408C978907	09.09710	@EMA\7 WFC\1\144 - Meeting Room 1B	20/10/2009
Crestron -TPS-6X button engraving	n/a	09.09612	@EMA\7 WFC\1\144 - Meeting Room 1B	20/10/2009
Crestron- 5.7"" Touch panel	4075419	09.09771	@EMA\7 WFC\1\144 - Meeting Room 1B	20/10/2009
Crestron-High powered RF Gateway for the TPSI-6X	3784330	09.09709	@EMA\7 WFC\1\144 - Meeting Room 1B	20/10/2009
Extron Twisted pair transmitter	A07IP32 ER 20601	09.09605	@EMA\7 WFC\1\144 - Meeting Room 1B	20/10/2009
Extron Twisted pair transmitter	A07IGSH ER 20601	09.09606	@EMA\7 WFC\1\144 - Meeting Room 1B	20/10/2009
Extron Twisted pair transmitter	A07IP3P ER 20601	09.09614	@EMA\7 WFC\1\144 - Meeting Room 1B	20/10/2009
Extron Twisted pair transmitter	A07IGTU ER 20601	09.09615	@EMA\7 WFC\1\144 - Meeting Room 1B	20/10/2009
Extron Twisted pair transmitter	A07IP34 ER 20601	09.09616	@EMA\7 WFC\1\144 - Meeting Room 1B	20/10/2009
Panasonic -58" Plasma full HD	%FC-9130056	09.09769	@EMA\7 WFC\1\144 - Meeting Room 1B	20/10/2009
Panasonic -58" Plasma full HD	%FC-8650138	09.09770	@EMA\7 WFC\1\144 - Meeting Room 1B	20/10/2009
Panasonic -Speakers for TH-58PH10 black	n/a	09.09611	@EMA\7 WFC\1\144 - Meeting Room 1B	20/10/2009
Panasonic -Speakers for TH-58PH10 black	n/a	09.09613	@EMA\7 WFC\1\144 - Meeting Room 1B	20/10/2009
Shure-Tri element desktop microphone-2items	n/a	09.09711	@EMA\7 WFC\1\144 - Meeting Room 1B	20/10/2009
Sony-High definition camera	S010105459A	09.09714	@EMA\7 WFC\1\144 - Meeting Room 1B	20/10/2009
Amina-600 x 600 loudspeaker 100V	A06MSE9 ER E18641	09.09619	@EMA\7 WFC\1\145 - Meeting Room 1C	20/10/2009
Amina-600 x 600 loudspeaker 100V	A06MSE9 ER E18641	09.09620	@EMA\7 WFC\1\145 - Meeting Room 1C	20/10/2009
Amina-600 x 600 loudspeaker 100V	A06MU6O ER E18641	09.09621	@EMA\7 WFC\1\145 - Meeting Room 1C	20/10/2009
Amina-600 x 600 loudspeaker 100V	A06MU6O ER E18641	09.09622	@EMA\7 WFC\1\145 - Meeting Room 1C	20/10/2009
APC-1U rack mountable power distribution	ZA084007980	09.09624	@EMA\7 WFC\1\145 - Meeting Room 1C	20/10/2009
Axis-Fixed indoor network camera	00408C978906	09.09625	@EMA\7 WFC\1\145 - Meeting Room 1C	20/10/2009
Crestron -TPS-6X button engraving	n/a	09.09632	@EMA\7 WFC\1\145 - Meeting Room 1C	20/10/2009
Crestron- 5.7"" Touch panel	4075423	09.09772	@EMA\7 WFC\1\145 - Meeting Room 1C	20/10/2009
Crestron-High powered RF Gateway for the TPSI-6X	n/a	09.09623	@EMA\7 WFC\1\145 - Meeting Room 1C	20/10/2009

Extron Twisted pair transmitter	A07IP3K ER 20601	09.09617	@EMA\7 WFC\1\145 - Meeting Room 1C	20/10/2009
Extron Twisted pair transmitter	A07IP38 ER 20601	09.09618	@EMA\7 WFC\1\145 - Meeting Room 1C	20/10/2009
Extron Twisted pair transmitter	A07IP2U ER 20601	09.09634	@EMA\7 WFC\1\145 - Meeting Room 1C	20/10/2009
Extron Twisted pair transmitter	A06M5X0 ER 19474	09.09635	@EMA\7 WFC\1\145 - Meeting Room 1C	20/10/2009
Extron Twisted pair transmitter	A07IGRF ER 20601	09.09636	@EMA\7 WFC\1\145 - Meeting Room 1C	20/10/2009
Logitech-Quick Cam Webcam	BC-0665	09.09631	@EMA\7 WFC\1\145 - Meeting Room 1C	20/10/2009
Panasonic -Speakers for TH-58PH10 black	n/a	09.09633	@EMA\7 WFC\1\145 - Meeting Room 1C	20/10/2009
Shure-Tri element desktop microphone-2items	n/a	09.09626	@EMA\7 WFC\1\145 - Meeting Room 1C	20/10/2009
Sony-High definition camera	S0101054196	09.09715	@EMA\7 WFC\1\145 - Meeting Room 1C	20/10/2009
Axis-Fixed indoor network camera	00408C978A37	09.09627	@EMA\7 WFC\1\148 - Meeting Room 1F	20/10/2009
Crestron -Media Presentation Controller	3820278	09.09646	@EMA\7 WFC\1\148 - Meeting Room 1F	20/10/2009
Crestron -TPS-6X button engraving	n/a	09.09640	@EMA\7 WFC\1\148 - Meeting Room 1F	20/10/2009
Extron RGB 46xi interface	A076SIE ER 19723	09.09643	@EMA\7 WFC\1\148 - Meeting Room 1F	20/10/2009
Extron RGB 46xi interface	A06W8DY ER 19723	09.09644	@EMA\7 WFC\1\148 - Meeting Room 1F	20/10/2009
Extron Twisted pair receiver	A070SKD ER 20196	09.09645	@EMA\7 WFC\1\148 - Meeting Room 1F	20/10/2009
Extron Two Input VGA and Stereo Audio Switcher	A063LA6 ER 18976	09.09642	@EMA\7 WFC\1\148 - Meeting Room 1F	20/10/2009
Logitech-QuickCam Webcam	BC-0702	09.09638	@EMA\7 WFC\1\148 - Meeting Room 1F	20/10/2009
Panasonic -50"" Plasma Display (W-XGA) black	%FC-9120003	09.09628	@EMA\7 WFC\1\148 - Meeting Room 1F	20/10/2009
Panasonic -Speakers for TH-58PH10 black	n/a	09.09641	@EMA\7 WFC\1\148 - Meeting Room 1F	20/10/2009
RDL-RDL ST-MX2 stick on module mic conv	n/a	09.09639	@EMA\7 WFC\1\148 - Meeting Room 1F	20/10/2009
APC-1U rack mountable power distribution	ZA0849008086	09.09658	@EMA\7 WFC\1\149 - Meeting Room 1G	20/10/2009
Axis-Fixed indoor network camera	00408C978A38	09.09659	@EMA\7 WFC\1\149 - Meeting Room 1G	20/10/2009
Crestron -Media Presentation Controller	3959165	09.09657	@EMA\7 WFC\1\149 - Meeting Room 1G	20/10/2009
Crestron -TPS-6X button engraving	n/a	09.09650	@EMA\7 WFC\1\149 - Meeting Room 1G	20/10/2009
Extron RGB 46xi interface	A06W8EM ER 19723	09.09654	@EMA\7 WFC\1\149 - Meeting Room 1G	20/10/2009
Extron RGB 46xi interface	A06FDI6 ER 19496	09.09655	@EMA\7 WFC\1\149 - Meeting Room 1G	20/10/2009
Extron Twisted pair receiver	A070SKU ER 20196	09.09656	@EMA\7 WFC\1\149 - Meeting Room 1G	20/10/2009
Extron Twisted pair transmitter	A07IP2V ER 20601	09.09653	@EMA\7 WFC\1\149 - Meeting Room 1G	20/10/2009
Extron Two Input VGA and Stereo Audio Switcher	A063L8S ER 18976	09.09652	@EMA\7 WFC\1\149 - Meeting Room 1G	20/10/2009
Panasonic -50"" Plasma Display (W-XGA) black	%FC9120004	09.09660	@EMA\7 WFC\1\149 - Meeting Room 1G	20/10/2009
Panasonic -Speakers for TH-58PH10 black	n/a	09.09651	@EMA\7 WFC\1\149 - Meeting Room 1G	20/10/2009
Amina-600 x 600 loudspeaker 100V	A06MUEX ER E18641	09.09670	@EMA\7 WFC\1\150 - Meeting Room 1H	20/10/2009
Amina-600 x 600 loudspeaker 100V	A06MU16 ER E18641	09.09671	@EMA\7 WFC\1\150 - Meeting Room 1H	20/10/2009
Amina-600 x 600 loudspeaker 100V	A06MU16 ER E18641	09.09672	@EMA\7 WFC\1\150 - Meeting Room 1H	20/10/2009
Amina-600 x 600 loudspeaker 100V	A06MUEX ER E18641	09.09669	@EMA\7 WFC\1\150 - Meeting Room 1H	20/10/2009

AMX-8x8 Matrix switcher	370808567AP0990005	09.09719	@EMA\7 WFC\1\150 - Meeting Room 1H	20/10/2009
APC-1U rack mountable power distribution	ZA0849007982	09.09673	@EMA\7 WFC\1\150 - Meeting Room 1H	20/10/2009
Axis-Fixed indoor network camera	00408C978905	09.09674	@EMA\7 WFC\1\150 - Meeting Room 1H	20/10/2009
Crestron- 5.7"" Touchpanel	4075455	09.09716	@EMA\7 WFC\1\150 - Meeting Room 1H	20/10/2009
Crestron-2-Series Card	3679875	09.09720	@EMA\7 WFC\1\150 - Meeting Room 1H	20/10/2009
Crestron-Economical Control	3643133	09.09718	@EMA\7 WFC\1\150 - Meeting Room 1H	20/10/2009
Crestron-High powered RF Gateway for the TPSI-6X	3784497	09.09677	@EMA\7 WFC\1\150 - Meeting Room 1H	20/10/2009
Extron-Twisted pair transmitter	A06LAUV ER 19474	09.09664	@EMA\7 WFC\1\150 - Meeting Room 1H	20/10/2009
Extron-Twisted pair transmitter	A07IGSL ER 20601	09.09665	@EMA\7 WFC\1\150 - Meeting Room 1H	20/10/2009
Extron-Twisted pair transmitter	A07IP2Z ER 20601	09.09666	@EMA\7 WFC\1\150 - Meeting Room 1H	20/10/2009
Extron-Twisted pair transmitter	653949030 ER 16957	09.09667	@EMA\7 WFC\1\150 - Meeting Room 1H	20/10/2009
Extron-Twisted pair transmitter	A07IGTA ER 20601	09.09668	@EMA\7 WFC\1\150 - Meeting Room 1H	20/10/2009
Logitech-QuickCam Webcam	BC-0407	09.09662	@EMA\7 WFC\1\150 - Meeting Room 1H	20/10/2009
Panasonic -50"" Plasma Display (W-XGA) black	%FC-9120018	09.09676	@EMA\7 WFC\1\150 - Meeting Room 1H	20/10/2009
Panasonic -Speakers for TH-58PH10 black	n/a	09.09663	@EMA\7 WFC\1\150 - Meeting Room 1H	20/10/2009
Shure-Tri element desktop microphone-2items	n/a	09.09675	@EMA\7 WFC\1\150 - Meeting Room 1H	20/10/2009
Sony-High definition camera	n/a	09.09712	@EMA\7 WFC\1\150 - Meeting Room 1H	20/10/2009
Crestron -TPS-6X button engraving	n/a	09.09680	@EMA\7 WFC\1\151 - Meeting Room 1I	20/10/2009
LG 37" LCD SCREEN	009WREDW5D386	200099	@EMA\7 WFC\2 brake out areas	
LG 37" LCD SCREEN	009WREB5D388	200100	@EMA\7 WFC\2 brake out areas	
Sharp Aquos 37" LCD Screen with wall mounts, Duplicat 16-way (2 x 8-way) 1U, Duplicat Rx unit. With auto-EQ"	LC37GA8EK610612216	07.04767	@EMA\7 WFC\2\209 - Break Out Area	08/07/2007
Sharp Aquos 37" LCD Screen with wall mounts, Duplicat 16-way (2 x 8-way) 1U, Duplicat Rx unit. With auto-EQ"	LC37GA8EK610612174	07.04768	@EMA\7 WFC\2\209 - Break Out Area	08/07/2007
5.7" Active Matrix Colour Touch Panel with Gyration Ultra Compact Suite	2111418	07.04578	@EMA\7 WFC\2\210 - Meeting Room 2B	08/07/2007
Autopatch Optima Matrix Switcher, 8x4 RG with 2 x Universal Analogue Computer-Video Interface with Audio and PC Input Cable		07.04565	@EMA\7 WFC\2\210 - Meeting Room 2B	08/07/2007
Axis 210 Network IP Camera	00408C7E5C33	07.04577	@EMA\7 WFC\2\210 - Meeting Room 2B	08/07/2007
Crestron Economical PRO2 Dual Bus Control System with 2-Series Ethernet Card: Single and 2 Port RS card	2586482	07.04566	@EMA\7 WFC\2\210 - Meeting Room 2B	08/07/2007
Crestron 2-Way RF Gateway for STXI-1700	2487584	07.04572	@EMA\7 WFC\2\210 - Meeting Room 2B	08/07/2007
CS1 Boundary Microphone in black x8		07.04576	@EMA\7 WFC\2\210 - Meeting Room 2B	08/07/2007
Extron Dedicated VGA-QXGA Interface with Audio & ADSP	A01P3BL	07.04567	@EMA\7 WFC\2\210 - Meeting Room 2B	08/07/2007
Extron TP R - Twisted Pair Receiver	A02DHIX	07.04573	@EMA\7 WFC\2\210 - Meeting Room 2B	08/07/2007
Extron TP T - Twisted Pair Transmitter	A02GYR2	07.04574	@EMA\7 WFC\2\210 - Meeting Room 2B	08/07/2007
Panasonic 50"" Plasma Screen with speakers and wall mounts		07.04579	@EMA\7 WFC\2\210 - Meeting Room 2B	08/07/2007

Panasonic 50"" Plasma Screen with speakers and wall mounts		07.04580	@EMA\7 WFC\2\210 - Meeting Room 2B	08/07/2007
Polycom Vortex EF2241 Audio Mixer	D20706701737	07.04569	@EMA\7 WFC\2\210 - Meeting Room 2B	08/07/2007
Polycom Vortex EF2280 Audio Mixer	D20650701394	07.04570	@EMA\7 WFC\2\210 - Meeting Room 2B	08/07/2007
Samsung DVD/VCR Combo Player		07.04571	@EMA\7 WFC\2\210 - Meeting Room 2B	08/07/2007
Tanberg CODEX 3000 MXP with NPP S/W-Natural Presenter Package NPP, Multisite S/W, and Core Advanced Services S/W	33A45796	07.04583	@EMA\7 WFC\2\210 - Meeting Room 2B	08/07/2007
Tanberg WAVE II Camera PAL	19A47427	07.04584	@EMA\7 WFC\2\210 - Meeting Room 2B	08/07/2007
Tannoy iP5 Mirage Ceiling Loudspeakers x4	458959	07.04575	@EMA\7 WFC\2\210 - Meeting Room 2B	08/07/2007
5.7" Active Matrix Colour Touch Panel with Gyration Ultra Compact Suite	2260532	07.04600	@EMA\7 WFC\2\211 - Meeting Room 2C	08/07/2007
Autopatch Optima Matrix Switcher, 8x4 RG with 2 x Universal Analog Computer-Video Interface with Audio and PC Input Cable	3011301002OPT80 30701	07.04587	@EMA\7 WFC\2\211 - Meeting Room 2C	08/07/2007
Axis 210 Network IP Camera	00408C7E4A8B	07.04599	@EMA\7 WFC\2\211 - Meeting Room 2C	08/07/2007
Creston Economical PRO2 Dual Bus Control System with 2-Series Ethernet Card: Single and 2 Port RS card	2713498	07.04588	@EMA\7 WFC\2\211 - Meeting Room 2C	08/07/2007
Crestron 2-Way RF Gateway for STXI-1700	2521839	07.04594	@EMA\7 WFC\2\211 - Meeting Room 2C	08/07/2007
CS1 Boundary Microphone in black x8		07.04598	@EMA\7 WFC\2\211 - Meeting Room 2C	08/07/2007
Extron Dedicated VGA-QXGA Interface with Audio & ADSP	A01P37G	07.04589	@EMA\7 WFC\2\211 - Meeting Room 2C	08/07/2007
Extron TP R - Twisted Pair Receiver	A02HSCD	07.04595	@EMA\7 WFC\2\211 - Meeting Room 2C	08/07/2007
Extron TP T - Twisted Pair Transmitter	A02GYRV	07.04596	@EMA\7 WFC\2\211 - Meeting Room 2C	08/07/2007
Panasonic 50"" Plasma Screen with speakers and wall mounts	FA-6610064	07.04601	@EMA\7 WFC\2\211 - Meeting Room 2C	08/07/2007
Panasonic 50"" Plasma Screen with speakers and wall mounts	FA-6610063	07.04602	@EMA\7 WFC\2\211 - Meeting Room 2C	08/07/2007
Polycom Vortex EF2241 Audio Mixer	D206467010DB	07.04591	@EMA\7 WFC\2\211 - Meeting Room 2C	08/07/2007
Polycom Vortex EF2280 Audio Mixer	D206507013AB	07.04592	@EMA\7 WFC\2\211 - Meeting Room 2C	08/07/2007
Samsung DVD/VCR Combo Player		07.04593	@EMA\7 WFC\2\211 - Meeting Room 2C	08/07/2007
Tanberg CODEX 3000 MXP with NPP S/W-Natural Presenter Package NPP, Multisite S/W, and Core Advanced Services S/W	33A45801	07.04605	@EMA\7 WFC\2\211 - Meeting Room 2C	08/07/2007
Tanberg WAVE II Camera PAL	19A47426	07.04606	@EMA\7 WFC\2\211 - Meeting Room 2C	08/07/2007
Tannoy iP5 Mirage Ceiling Loudspeakers x4	458964	07.04597	@EMA\7 WFC\2\211 - Meeting Room 2C	08/07/2007
Revloabs-03-HDBLMICEU-DR-11	N/A	09.09579	@EMA\7 WFC\2\211 - Meeting Room 2C	28/08/2009
Revloabs-HD Executive System	0922000000317	09.09580	@EMA\7 WFC\2\211 - Meeting Room 2C	28/08/2009
15 x Tannoy iP5 Mirage Ceiling Loudspeakers		07.04681	@EMA\7 WFC\2\212 - Meeting Room 2D	08/07/2007
Axis 210 Network IP Camera	00408C7E4A8E	07.04687	@EMA\7 WFC\2\212 - Meeting Room 2D	08/07/2007
Axis 213 Network IP Camera with connectors and wall brackets	00408C817430	07.04688	@EMA\7 WFC\2\212 - Meeting Room 2D	08/07/2007
Bosch DCN Pluggable Microphone - long stem x2		07.04689	@EMA\7 WFC\2\212 - Meeting Room 2D	08/07/2007
Bosch DCN Pluggable Microphone -short stem - includes spares x 84		07.04692	@EMA\7 WFC\2\212 - Meeting Room 2D	08/07/2007
Crestron Isys G-Series 12"" Touch panel	2502196	07.04686	@EMA\7 WFC\2\212 - Meeting Room 2D	08/07/2007

Dell 1707 FPV 17" LCD Monitor each with Duplicat Rx unit - includes 4 spares x40		07.04683	@EMA\7 WFC\2\212 - Meeting Room 2D	08/07/2007
Sennheiser PX40Headphones - includes spares x85		07.04690	@EMA\7 WFC\2\212 - Meeting Room 2D	08/07/2007
Ampetronic ILD300 Induction Loop Amplifier with brackets		07.04675	@EMA\7 WFC\2\213 - Secretarial Booth 2D	08/07/2007
CAT5 Keyboard & Mouse Extender Kit	0207165062E0870 60£07	07.04695	@EMA\7 WFC\2\213 - Secretarial Booth 2D	08/07/2007
Crestron 2-Way RF Gateway for STXI-1700	1951018	07.04685	@EMA\7 WFC\2\213 - Secretarial Booth 2D	08/07/2007
Crestron 5.7' Screen colour touch panel	1931286	07.04684	@EMA\7 WFC\2\213 - Secretarial Booth 2D	08/07/2007
Dell 1707 FPV 17" LCD Monitor with Duplicat Rx Unit - includes 1 spare x3		07.04700	@EMA\7 WFC\2\213 - Secretarial Booth 2D	08/07/2007
Gyratation Ultra Compact Suite		07.04693	@EMA\7 WFC\2\213 - Secretarial Booth 2D	08/07/2007
Kramer 1: 2 VGA / UXGA DISTRIBUTOR	16090655055	07.04698	@EMA\7 WFC\2\213 - Secretarial Booth 2D	08/07/2007
TP - Twisted Pair Computer-Video and Audio Transmitter Video and Audio Transmitter - 15HD x2	A02NOL5; A02NOKP	07.04696	@EMA\7 WFC\2\213 - Secretarial Booth 2D	08/07/2007
TP R - Twisted Pair Receiver for RGBHV and Audio RGB & Audio Receiver - BNCs x2	A02FFAJ	07.04697	@EMA\7 WFC\2\213 - Secretarial Booth 2D	08/07/2007
Universal KVM Splitter	438	07.04694	@EMA\7 WFC\2\213 - Secretarial Booth 2D	08/07/2007
Yamaha MS 101 powered monitor speaker with local volume and tone controls with brackets x2	(21)ML01006; (21)MO01050	07.04699	@EMA\7 WFC\2\213 - Secretarial Booth 2D	08/07/2007
5.7" Active Matrix Colour Touch Panel with Gyratation Ultra Compact Suite	2260498	07.04548	@EMA\7 WFC\2\215 - Meeting Room 2E	08/07/2007
Autopatch Optima Matrix Switcher, 8x4 RG with 2 x Universal Analogue Computer-Video Interface with Audio and PC Input Cable		07.04540	@EMA\7 WFC\2\215 - Meeting Room 2E	08/07/2007
Axis 210 Network IP Camera	00408C7E5C27	07.04547	@EMA\7 WFC\2\215 - Meeting Room 2E	08/07/2007
Creston Economical AV2 Dual Bus Control System with 2-Series Ethernet Card: Single	2148357	07.04539	@EMA\7 WFC\2\215 - Meeting Room 2E	08/07/2007
Crestron 2-Way RF Gateway for STXI-1700	2521781	07.04544	@EMA\7 WFC\2\215 - Meeting Room 2E	08/07/2007
Extron Dedicated VGA-QXGA Interface with Audio & ADSP	A01E22L	07.04541	@EMA\7 WFC\2\215 - Meeting Room 2E	08/07/2007
Extron TP R - Twisted Pair Receiver	A02JGG7	07.04545	@EMA\7 WFC\2\215 - Meeting Room 2E	08/07/2007
Panasonic 65" Plasma Screen with speakers, wall mounts and Panasonic Input Card.	FY-7150050	07.04546	@EMA\7 WFC\2\215 - Meeting Room 2E	08/07/2007
Samsung DVD/VCR Combo Player	6RCP101832	07.04543	@EMA\7 WFC\2\215 - Meeting Room 2E	08/07/2007
5.7" Active Matrix Colour Touch Panel with Gyratation Ultra Compact Suite	2616901	07.04560	@EMA\7 WFC\2\216 - Meeting Room 2F	08/07/2007
Autopatch Optima Matrix Switcher, 8x4 RG with 2 x Universal Analogue Computer-Video Interface with Audio and PC Input Cable		07.04552	@EMA\7 WFC\2\216 - Meeting Room 2F	08/07/2007
Axis 210 Network IP Camera	00408C7E4886	07.04559	@EMA\7 WFC\2\216 - Meeting Room 2F	08/07/2007
Creston Economical AV2 Dual Bus Control System with 2-Series Ethernet Card: Single	2590609	07.04551	@EMA\7 WFC\2\216 - Meeting Room 2F	08/07/2007
Crestron 2-Way RF Gateway for STXI-1700	2568179	07.04556	@EMA\7 WFC\2\216 - Meeting Room 2F	08/07/2007
Extron Dedicated VGA-QXGA Interface with Audio & ADSP	A01P3A4	07.04553	@EMA\7 WFC\2\216 - Meeting Room 2F	08/07/2007
Extron TP R - Twisted Pair Receiver	A02JGGB	07.04557	@EMA\7 WFC\2\216 - Meeting Room 2F	08/07/2007

Panasonic 65" Plasma Screen with speakers, wall mounts and Panasonic Input Card.	FY-7150062	07.04558	@EMA\7 WFC\2\216 - Meeting Room 2F	08/07/2007
Samsung DVD/VCR Combo Player	6RCP101353	07.04555	@EMA\7 WFC\2\216 - Meeting Room 2F	08/07/2007
Ampetronic ILD300 Induction Loop Amplifier with brackets		07.04639	@EMA\7 WFC\2\217 - Secretarial Booth 2G	08/07/2007
CAT5 Keyboard & Mouse Extender Kit	0207165051£087060£07	07.04646	@EMA\7 WFC\2\217 - Secretarial Booth 2G	08/07/2007
Crestron 2-Way RF Gateway for STXI-1700	2128947	07.04612	@EMA\7 WFC\2\217 - Secretarial Booth 2G	08/07/2007
Crestron 5.7' Screen colour touch panel	2111386	07.04611	@EMA\7 WFC\2\217 - Secretarial Booth 2G	08/07/2007
Dell 1707 FPV 17"" LCD Monitor with Duplicat Rx Unit - includes 1 spare x3		07.04653	@EMA\7 WFC\2\217 - Secretarial Booth 2G	08/07/2007
Gyratation Ultra Compact Suite		07.04647	@EMA\7 WFC\2\217 - Secretarial Booth 2G	08/07/2007
Kramer 1: 2 VGA / UXGA DISTRIBUTOR	16090655049	07.04645	@EMA\7 WFC\2\217 - Secretarial Booth 2G	08/07/2007
TP - Twisted Pair Computer-Video and Audio Transmitter Video and Audio Transmitter - 15HD x2	A02NOJJ; A02NOJI	07.04648	@EMA\7 WFC\2\217 - Secretarial Booth 2G	08/07/2007
TP R - Twisted Pair Receiver for RGBHV and Audio RGB & Audio Receiver - BNCs x2	A02FFBX; A02FFBA	07.04649	@EMA\7 WFC\2\217 - Secretarial Booth 2G	08/07/2007
Universal KVM Splitter	439	07.04650	@EMA\7 WFC\2\217 - Secretarial Booth 2G	08/07/2007
Yamaha MS 101 powered monitor speaker with local volume and tone controls with brackets x2	(21)MO01033; (21)MO01043	07.04651	@EMA\7 WFC\2\217 - Secretarial Booth 2G	08/07/2007
Axis 210 Network IP Camera	00408C7E4A7B	07.04614	@EMA\7 WFC\2\219 - Meeting Room 2G	08/07/2007
Axis 213 Network IP Camera with connectors and wall brackets	00408C817431	07.04609	@EMA\7 WFC\2\219 - Meeting Room 2G	08/07/2007
Bosch DCN Pluggable Microphone -long stem x2		07.04615	@EMA\7 WFC\2\219 - Meeting Room 2G	08/07/2007
Bosch DCN Pluggable Microphone -short stem - includes spares x 68		07.04616	@EMA\7 WFC\2\219 - Meeting Room 2G	08/07/2007
Crestron Isys G-Series 12"" Touch panel	2502202	07.04613	@EMA\7 WFC\2\219 - Meeting Room 2G	08/07/2007
Dell 1707 FPV 17"" LCD Monitor each with Duplicat Rx unit x30	64180-6C7-279C	07.04610	@EMA\7 WFC\2\219 - Meeting Room 2G	08/07/2007
Sennheiser PX40Headphones - includes spares x68		07.04617	@EMA\7 WFC\2\219 - Meeting Room 2G	08/07/2007
Tannoy iP5 Mirage Ceiling Loudspeakers x 16	458989	07.04607	@EMA\7 WFC\2\219 - Meeting Room 2G	08/07/2007
Samsung-19" HD LCD TV	67543HLS302412	09.09758	@EMA\7 WFCy\1\139	20/10/2009

Annex III

Exclusion criteria declaration upon honour and detail of supporting documentation required

Tenderers must:

- Answer the following questions by indicating yes or no in each case. A “yes” response to questions 1-11 inclusive will result in the tenderer being eliminated from the procedure. A “no” response to questions 12-17 will result in the tenderer being eliminated from the procedure.
- Ensure that the declaration is signed and dated by the tenderer.
- Ensure that signature is by either a company director or any person with powers of representation or control in relation to the tenderer.
- Note that where subcontracting is envisaged, the tenderer must certify, if requested at a later stage by the Agency, that any subcontractor is not in one of the following situations of exclusion.
- Note that if the tenderer is a legal entity, it must provide, if requested by the Agency at a later stage in the procedure, any further information on the ownership or on the management, control and power of representation of the legal entity.

Declaration upon honour

The undersigned declares upon honour the following answers in relation to the company or organisation that he/she represents:

1. Is the tenderer insolvent (or the subject of bankruptcy proceedings if an individual) or being wound up?	Yes/No
2. Is the tenderer having its affairs administered by the courts?	Yes/No
3. Has the tenderer entered into an arrangement with creditors?	Yes/No
4. Has the tenderer suspended business activities?	Yes/No
5. Is the tenderer the subject of proceedings concerning any such matters referred to in 1, 2, 3 or 4 above or in any analogous situation arising from a similar procedure provided for in national legislation or regulations?	Yes/No
6. Has the tenderer been convicted of any offence (if an individual) or judgment been made against it concerning its professional conduct by a judgment which has the force of res judicata?	Yes/No
7. Has the tenderer been guilty of grave professional misconduct?	Yes/No
8. Has the tenderer failed to fulfil its obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of the contracting authority or those of the country where the contract is to be performed?	Yes/No

Tenderers must note that the following supporting documentation will have to be provided at a later stage prior to contract signature but only by the successful tenderer. No contract can be signed without receipt of such supporting documentation. For successful joint tenderers exclusion criteria declarations and supporting documents are required from each company individually.

In support of the above responses, the successful tenderer will provide following documents:

Proof regarding situations mentioned in points 1, 2, 3, 4, 5, 6 and 9 in the form of a recent extract from the judicial record, or failing that, a recent equivalent document issued by a judicial or administrative authority in the country of origin or provenance showing that these requirements are satisfied. The extract(s) or equivalent documentation must be the most reasonably available.

The Agency will accept a recent certificate issued by the competent authority of the country concerned as satisfactory evidence that the tenderer is not in the situation mentioned in point 8 above. The certificate must be dated less than four months before the final date for submission of tenders.

Where no such certificate is issued in the country concerned, it may be replaced by a sworn or a solemn statement made by the tenderer before a judicial or administrative authority, a notary or a qualified professional body in the country of origin or provenance.

Annex IV

Award criteria questionnaire

Question	Points
1 - On-site technical support (23 points)	
1.1 – Outline the composition of the proposed on-site technical support team detailing the range of duties they will be carrying out.	4.5
1.2 – Give details on how you would manage the on-site technical support team to include supervision, working hours, rota, cover and training, to include possible flexible shift patterns.	5
1.3 - Prepare a day's detailed rota for the proposed technical team on the basis of the attached meeting schedule which shows a typical day at the Agency (see table below).	4
1.4 - Give details of your staff vetting policy.	2
1.5 – Give details of how you intend to mobilise the contract.	2
1.6 – How do you intend to monitor the performance of the on-site technical support team?	2
1.7 – Prioritise the top five aspects of the on-site technical support which you consider to be the most important. 1. 2. 3. 4. 5.	2.5
1.8 – Give details of your company's dress code for the on-site technical support team.	1
2 - Equipment and software maintenance (4 points)	
2.1 - Provide details of the maintenance team which would be responsible for the Agency's audio visual equipment (number of engineers, their location, proposed response time, mode of transport etc.).	1

2.2 – If you are not able to repair a standard item of equipment within one working day, how rapidly would you be able to provide loan equipment?	0.75
2.3 - What spare parts would you recommend to keep in-house?	0.75
2.4 - Provide details of the proposed preventive maintenance programme.	1
2.5 - How do you ensure that the Agency’s equipment software and firmware are up to date?	0.5
3 - Consumables, equipment supply and installation (12 points)	
3.1 – To ensure the Agency gets the best value for money, give details of your purchasing policy and the pricing policy you will apply for the Agency .	5.5
3.2 – The Agency would like to purchase and install a new single overhead projection system including multiple inputs (2 laptops and 1 local PC) and a new conference unit with 5 satellite microphones for a small meeting room of 10 participants. Detail the steps your company would carry out between receiving the technical specifications from the Agency and commissioning the system.	6.5
4 - Contract administration (11 points)	
4.1 - What would be the first five things your company would do if you were awarded this contract?	3
4.2- Please propose a service level agreement (SLA) and key performance indicators (KPIs) for the on-site technical support team/maintenance appropriate to the Agency.	3
4.3 – Give details of how you would interface with the Agency in respect to the overall management of the contract.	2.5
4.4 - How would you manage the Health & Safety for this contract?	2.5

Typical day at the Agency

Meeting Title	Room	Day	Time From	Time to	Total Participants	Special needs
Financial Training	1A	17/09/2012	09:00	17:30	16	
Internal Meeting	1B	17/09/2012	09:30	10:30	5	
T-con / Subgroup on RP on QRM	1B	17/09/2012	10:30	12:00	3	Audio conferencing required
Project 2014 Meeting	1B	17/09/2012	14:45	16:30	12	Multipoint video conferencing
Company Meeting - TP	1B	17/09/2012	16:30	18:30	12	
Internal Meeting	1C	17/09/2012	11:00	12:30	5	
V-VM/EC Teleconference	1C	17/09/2012	13:00	16:00	2	Audio conferencing required
Internal Meeting	1C	17/09/2012	16:30	18:30	5	
Internal Meeting	1D	17/09/2012	08:00	15:30	8	
PROTECT Team Meeting	1D	17/09/2012	16:00	18:30	8	
Internal Meeting	1E	17/09/2012	08:00	19:00	8	
TC - PhV IWG-PhV WP Vet Subgroup	1F	17/09/2012	09:00	12:00	5	
Internal Meeting - RDG meeting	1F	17/09/2012	13:30	18:00	8	
Internal Meeting-GTWP	1G	17/09/2012	09:30	12:30	2	
EudraCT v.9 workshop - weekly planning and agenda	1G	17/09/2012	13:00	15:30	3	Audio recording required
Company Meeting	1G	17/09/2012	16:00	18:00	4	
EudraCT project team daily	1H	17/09/2012	10:00	10:30	8	
Entitlements Briefing	1H	17/09/2012	10:30	12:30	8	
2014 internal project plan meeting	1H	17/09/2012	14:30	15:30	8	
P-CI-CNC Section Meeting	1H	17/09/2012	15:30	18:00	10	
ICT MPV meeting	2A	17/09/2012	10:00	13:00	168	Wireless microphones required
Internal Meeting	2B	17/09/2012	10:00	11:00	5	
Selection procedure	2B	17/09/2012	13:00	18:00	5	Video conferencing
BMWP - Teleconference	2C	17/09/2012	09:30	12:30	10	
Project 00305 SubProject team PASS/PAES - teleconference	2C	17/09/2012	13:30	16:30	12	

CMD(h) Plenary Meeting	2D	17/09/2012	08:00	13:00	72	Audio conferencing operator assistance required
CMDh Plenary	2D	17/09/2012	13:00	19:30	72	
CMD(h) Plenary Meeting	2D	17/09/2012	19:30	20:30	72	
CMD(h) Sub-group/Working Group	2E	17/09/2012	08:00	09:30	20	
CTS Working Group	2E	17/09/2012	09:30	12:30	20	Virtual meeting, USB camera for Adobe connect required.
CMD(h) Sub-group/Working Group	2E	17/09/2012	12:30	20:00	20	
Software Development bi-weekly meeting	2F	17/09/2012	09:30	10:30	20	
Programme Board kick-off meeting	2F	17/09/2012	16:00	18:30	14	
CMD(h) Sub-group/Working Group	2G	17/09/2012	08:00	10:30	60	
Joint CMDh/EMA Working Party on Paediatric Regulation	2G	17/09/2012	10:30	12:30	60	
CMD(h) Sub-group/Working Group	2G	17/09/2012	12:30	20:00	60	
DIA training	2T1	17/09/2012	08:00	18:30	16	
Phoenix Programme SAP Training	2T2	17/09/2012	08:00	18:00	12	Video recording required
CHMP Plenary	3A	17/09/2012	08:00	20:00	100	Very important meeting, voting, broadcasting, audio conferencing and split screen presentation required
CHMP related meeting	3C	17/09/2012	09:00	10:00	8	
CHMP sponsors meeting	3C	17/09/2012	11:30	14:00	15	
OE de-briefing	3C	17/09/2012	15:00	17:30	12	
CHMP-related TC	3D	17/09/2012	10:30	12:30	16	Audio conferencing required
CHMP related meeting	3D	17/09/2012	12:30	20:00	10	
Company Meeting	3D	17/09/2012	15:00	19:30	16	
Company Meeting	4A	17/09/2012	09:30	12:30	30	
H-HM Sector Meeting	4A	17/09/2012	14:00	16:30	72	

PROTECT WP5	4B	17/09/2012	08:30	17:30	25	Voting session required
Validation meeting	4C	17/09/2012	10:00	12:30	20	
Company Meeting	4C	17/09/2012	14:30	16:30	30	
PhVWP Breakout Session	4C	17/09/2012	18:00	20:00	15	
Legal Scrutiny meeting	5A	17/09/2012	10:00	12:30	4	
Teleconference	5A	17/09/2012	13:45	16:00	5	Audio conferencing required
Selection procedure EMA-AD-334	5C	17/09/2012	08:00	14:30	7	
EudraCT Knowledge Handover Session-1	5C	17/09/2012	14:30	18:00	5	Presentation using a Mac book pro
Preparatory meeting PD workshop	6A	17/09/2012	10:00	12:00	10	
Internal Meeting	6A	17/09/2012	15:00	16:00	15	
Paediatric – exploring a new way forward	Function Room	17/09/2012	09:00	19:00	10	Presentation equipment setup required
PROTECT WP5	Virtual1	17/09/2012	08:30	17:30	5	Virtual meeting with VOIP
CMDv vitero product discussions	Virtual2	17/09/2012	09:00	17:30	20	Virtual meeting

Annex V

Costing sheet

Tenderers must use the following table to submit their tender. Tenderers should submit this sheet in separate binders or folders which must be clearly labelled.

Prices should be submitted in GBP

Name of tenderer:

Tenderers will be evaluated for price on each of the elements included in this costing sheet. Please note that ranges of prices will not be accepted and tenderers should therefore give one rate only for each of the elements listed below.

On-site technical support – 23 points	Monthly cost [GBP]
All inclusive monthly fee for an on-site technical support team.	

Please provide separately a detailed breakdown of the monthly fee, for information only.
Tenderers are advised that TUPE will apply. See Annex XI for further details.

Ad hoc on-site technical support – 3 points	Daily cost [GBP]
Daily rate (8 hours) for an on-site ad hoc technician.	

Maintenance and equipment repair – 4 points		Cost [GBP]
Two preventive maintenance visits per year, inclusive of labour, based on the list of equipment in Annex II		
Cost of a call out (response within 4 hours)	Call outs during normal working hours	
	Call outs outside normal working hours – between 18:00 hours and 8:00 hours, weekends and UK national (Bank) holidays	
Hourly labour rate	During normal working hours	
	Outside normal working hours – between 18:00 hours and 8:00 hours, weekends and UK national (Bank) holidays	

Consumables and equipment – 10 points

Qty.	Description	Make	Model	Unit Price (GBP)	Total (GBP)
Equipment					
1	Plasma 50" display	Panasonic	TH-50BT300U		
1	Blu-ray Video/Network Media Player	Denon	DBP-2012UDP		
4	Wireless Keyboard and mouse	Logitech	MK710		
Consumables					
2	Projector lamp	Hitachi	CP-X380 (DT00431)		
13	Projector lamp	Sanyo	PLC-XU50 (LMP55)		
2	Projector lamp	Sanyo	PLC-XW15 (LMP31)		
6	Projector lamp	Sanyo	XP18 (LMP24)		
2	Projector lamp	NEC	MT1065		
6	Projector lamp	NEC	MT1075		
20	Projector lamp	NEC	NP4001 (NP04LP)		
4	Projector lamp	NEC	NP1150 (NP06LP)		
8	Projector lamp	Panasonic	PT-D5600e (ET-LAD55)		
				Total:	

Date: _____ Signature of authorised representative:
(Print name): _____
Position in Company: _____

Tenderers should note that the Agency is unable to accept electronic signatures on documentation.

For the purpose of the price evaluation, tenderers will be evaluated for each element – on-site technical support team, daily rate for an on-site ad hoc technician, maintenance and equipment repair, consumables and equipment - based on the points allocated. The points for each element will then be added to calculate the total number of points awarded for each tenderer's price.

For the purposes of the evaluation for price for maintenance and equipment repair, tenderers will be evaluated on the total of:

- the annual preventative maintenance costs based on two preventative maintenance visits,
- the costs of 30 x call outs during normal working hours
- the cost of 10 x call outs outside normal working hours
- the cost of 75 hours of labour during normal working hours
- the cost of 25 hours of labour outside normal working hours.

For the purposes of the evaluation for price for consumables and equipment, tenderers will be evaluated based on the total cost of the shopping basket as detailed above. Please note that this has

been established for purposes of evaluation only and is not binding on the Agency as a future purchase. Further, the list of consumables included in the costing sheet is non-exhaustive and the Agency may need to purchase other equipment which falls within the subject of this contract. Tenderers are advised that the Agency will adopt an open book policy when purchasing consumables and equipment.

After the first year of the performance of the contract the charges applicable for the services will be calculated on a monthly pro rata basis.

Please note that it is unlikely that the Agency will require maintenance after the initial 12 months.

Annex VI

Draft contract



Annex VII

EMA Holidays 2012-2013-2014(draft)

2012

1 January	Sunday, New Year's Day
2 January	Monday, following New Year's Day
5 April	Maundy Thursday
6 April	Good Friday
9 April	Easter Monday
1 May	Tuesday, Labour Day
9 May	Wednesday, Anniversary of the Schuman Declaration
17 May	Thursday, Ascension Day
18 May	Friday, the day following Ascension Day
28 May	Whit Monday
27 August	Monday, Summer Bank Holiday
1 November	Thursday, All Saints' Day
2 November	Friday, All Souls' Day
24 December	Monday, Christmas Eve
To	
31 December	Monday, New Year's Eve

2013

1 January	Tuesday, New Year's Day
2 January	Wednesday, following New Year's Day
28 March	Maundy Thursday
29 March	Good Friday
1 April	Easter Monday
1 May	Wednesday, Labour Day
9 May	Thursday, Anniversary of the Schuman Declaration and Ascension Day
10 May	Friday, the day following Ascension Day
20 May	Whit Monday
26 August	Monday, Summer Bank Holiday
1 November	Friday, All Saints' Day
2 November	Saturday, All Souls' Day
24 December	Tuesday, Christmas Eve
To	
31 December	Tuesday, New Year's Eve

2014 - Draft

1 January	Wednesday, New Year's Day
2 January	Thursday, following New Year's Day
17 April	Maundy Thursday
18 April	Good Friday
21 April	Easter Monday
1 May	Thursday, Labour Day
9 May	Friday, Anniversary of the Schuman Declaration
29 May	Thursday, Ascension Day
30 May	Friday, the day following Ascension Day
9 June	Whit Monday
25 August	Monday, Summer Bank Holiday
1 November	Saturday, All Saints' Day
2 November	Sunday, All Souls' Day
24 December	Wednesday, Christmas Eve
To	
31 December	Wednesday, New Year's Eve

Annex VIII

Schedule for the main Meeting dates for the first quarter of 2013

Title	Room	Day	From	To	Participants
CHMP Biologics Working Party	2G	Mon 07/01/13	09:00	18:30	55
PRAC Plenary	3A	Mon 07/01/13	09:00	19:00	70
CHMP Biologics Working Party	2G	Tue 08/01/13	08:30	18:30	55
COMP Plenary	2D	Tue 08/01/13	08:00	20:00	50
CVMP Plenary	4A	Tue 08/01/13	08:00	22:00	70
PRAC Plenary	3A	Tue 08/01/13	09:00	19:00	70
CHMP Biologics Working Party	2G	Wed 09/01/13	08:30	17:00	55
Committee for Advanced Therapies (CAT)	2A	Wed 09/01/13	08:00	20:00	60
COMP Plenary	2D	Wed 09/01/13	08:00	20:00	50
CVMP Plenary	4A	Wed 09/01/13	08:00	22:00	70
Paediatric Committee Plenary	4B	Wed 09/01/13	08:00	20:30	75
PRAC Plenary	3A	Wed 09/01/13	09:00	19:00	70
Committee for Advanced Therapies (CAT)	2A	Thu 10/01/13	08:00	20:00	60
COMP Plenary	2D	Thu 10/01/13	08:00	20:00	50
CVMP Plenary	4A	Thu 10/01/13	08:00	22:00	70
Paediatric Committee Plenary	4B	Thu 10/01/13	08:00	20:30	75
PRAC Plenary	3A	Thu 10/01/13	09:00	19:00	70
Committee for Advanced Therapies (CAT)	2A	Fri 11/01/13	08:00	18:00	60
Paediatric Committee Plenary	4B	Fri 11/01/13	08:00	17:30	75
CHMP Plenary	3A	Mon 14/01/13	08:00	20:30	60
HMPC Plenary	2A	Mon 14/01/13	08:00	20:00	65
CHMP Plenary	3A	Tue 15/01/13	08:00	20:30	60
HMPC Plenary	2A	Tue 15/01/13	08:00	20:00	65
CHMP Plenary	3A	Wed 16/01/13	08:00	20:30	60
HMPC Plenary	2A	Wed 16/01/13	08:00	20:00	65
CHMP Plenary	3A	Thu 17/01/13	08:00	20:30	60
HMPC Plenary	2A	Thu 17/01/13	08:00	20:00	65
Scientific Advice Working Party	2A	Mon 28/01/13	08:00	20:30	55
Scientific Advice Working Party	2A	Tue 29/01/13	08:00	20:30	55
Scientific Advice Working Party	2A	Wed 30/01/13	08:00	20:30	55
Scientific Advice Working Party	2A	Thu 31/01/13	08:00	20:30	55
PRAC Plenary	3A	Mon 04/02/13	08:00	22:00	116
COMP Plenary	2D	Tue 05/02/13	08:00	20:00	50
CVMP Plenary	4A	Tue 05/02/13	08:00	22:00	70
PRAC Plenary	3A	Tue 05/02/13	08:00	22:00	116
COMP Plenary	2D	Wed 06/02/13	08:00	20:00	50
CVMP Plenary	4A	Wed 06/02/13	08:00	22:00	70
Paediatric Committee Plenary	2A	Wed 06/02/13	08:00	20:00	75
PRAC Plenary	3A	Wed 06/02/13	08:00	22:00	116
COMP Plenary	2D	Thu 07/02/13	08:00	20:00	50
CVMP Plenary	4A	Thu 07/02/13	08:00	15:00	70
Paediatric Committee Plenary	2A	Thu 07/02/13	08:00	20:00	75
PRAC Plenary	3A	Thu 07/02/13	08:00	22:00	116

Paediatric Committee Plenary	2A	Fri 08/02/13	08:00	17:30	75
CHMP Biologics Working Party	2D	Mon 11/02/13	09:00	18:30	55
CHMP Biologics Working Party	2D	Tue 12/02/13	08:30	18:30	55
CHMP Biologics Working Party	2D	Wed 13/02/13	08:30	17:00	55
Committee for Advanced Therapies (CAT)	3A	Wed 13/02/13	08:00	20:00	60
Committee for Advanced Therapies (CAT)	3A	Thu 14/02/13	08:00	20:00	60
Committee for Advanced Therapies (CAT)	3A	Fri 15/02/13	08:00	18:00	60
CHMP Plenary	3A	Mon 18/02/13	08:00	20:00	90
CHMP Plenary	3A	Tue 19/02/13	08:00	20:00	90
CHMP Plenary	3A	Wed 20/02/13	08:00	20:00	90
CHMP Plenary	3A	Thu 21/02/13	08:00	20:00	90
BIO Industry Workshop 2013	4A	Mon 04/03/13	08:30	20:00	98
PRAC Plenary	3A	Mon 04/03/13	08:00	22:00	116
Scientific Advice Working Party	4B	Mon 04/03/13	08:00	20:00	55
CVMP Plenary	2A	Tue 05/03/13	08:00	22:00	70
PRAC Plenary	3A	Tue 05/03/13	08:00	22:00	116
Scientific Advice Working Party	4B	Tue 05/03/13	08:00	20:00	55
CVMP Plenary	2A	Wed 06/03/13	08:00	22:00	70
PRAC Plenary	3A	Wed 06/03/13	08:00	22:00	116
Scientific Advice Working Party	4B	Wed 06/03/13	08:00	20:00	55
CVMP Plenary	2A	Thu 07/03/13	08:00	15:00	70
PRAC Plenary	3A	Thu 07/03/13	08:00	22:00	116
Scientific Advice Working Party	4B	Thu 07/03/13	08:00	20:00	55
BIO Industry Workshop	3A	Fri 08/03/13	08:30	20:00	116
CHMP Biologics Working Party	2D	Mon 11/03/13	09:00	18:30	55
HMPC Plenary	3A	Mon 11/03/13	08:00	20:00	80
CHMP Biologics Working Party	2D	Tue 12/03/13	08:30	18:30	55
COMP Plenary	4B	Tue 12/03/13	08:00	20:00	50
HMPC Plenary	3A	Tue 12/03/13	08:00	20:00	80
CHMP Biologics Working Party	2D	Wed 13/03/13	08:30	17:00	55
Committee for Advanced Therapies (CAT)	2A	Wed 13/03/13	08:00	20:00	60
COMP Plenary	4B	Wed 13/03/13	08:00	20:00	50
HMPC Plenary	3A	Wed 13/03/13	08:00	20:00	80
Paediatric Committee Plenary	4A	Wed 13/03/13	08:00	20:00	75
Committee for Advanced Therapies (CAT)	2A	Thu 14/03/13	08:00	20:00	60
COMP Plenary	4B	Thu 14/03/13	08:00	20:00	50
HMPC Plenary	3A	Thu 14/03/13	08:00	20:00	80
Paediatric Committee Plenary	4A	Thu 14/03/13	08:00	20:00	75
Committee for Advanced Therapies (CAT)	2A	Fri 15/03/13	08:00	18:00	60
Paediatric Committee Plenary	4A	Fri 15/03/13	08:00	16:00	75
CHMP Plenary	3A	Mon 18/03/13	08:00	20:30	90
CHMP Plenary	3A	Tue 19/03/13	08:00	20:30	90
CHMP Plenary	3A	Wed 20/03/13	08:00	20:30	90
Management Board Plenary	4A	Wed 20/03/13	13:00	20:00	100
CHMP Plenary	3A	Thu 21/03/13	08:00	20:30	90
Management Board Plenary	4A	Thu 21/03/13	07:00	18:00	60

Annex IX

Fire, Health and Safety Information Including Emergency Plan and Health and Safety Policy

for CONTRACTORS

Updated 30.10.2012

1, 7 & 11 WESTFERRY CIRCUS

CANARY WHARF

LONDON

E14 4HB



Fire and Emergency:

Background Information

The EMA has regular fire drills when the fire alarm is sounded and the evacuation routine rehearsed. All staff, delegates, contractors and visitors must participate in fire drills.

There is an alarm/public address system in all buildings.

The evacuation signal is a continuous sounding of the alarm (beep) with a voice message. On hearing this everyone must leave the building immediately by the nearest available exit and go to the Assembly Point for their building.

The alert signal is a series of short alarm signals (beeps) followed by a voice message. Staff should remain at their workplace but be prepared to leave if necessary. This means they should not leave the floor.

The alert signal should run continually, however, if it is silenced (sometimes by the fire brigade) staff must wait for further instructions via the public address system or from Floor Marshals. Do not allow staff to move from floor to floor until the all-clear message ("the emergency is now over") has been broadcast.

Outside normal working hours and at weekends, staff must follow the instructions given by the public address system.

Mobility-impaired persons who cannot negotiate the stairs will be assisted by their carer to leave the floor (see the "Buddy System" for expectant mothers / staff on crutches etc.). The person or their buddy needs to request assistance from the building Fire Control Centre via the telephone in the fire exit lobby. If there is a fire-fighter's lift in the exit, the Fire Control Centre team will send it up to evacuate the staff member. If there is none (blue exits in 1 and 7 WFC), the Fire Control Centre will inform the fire brigade, who will evacuate the person. While waiting for the lift/fire brigade in 7 or 1 WFC, the mobility impaired person needs to wait in the temporary refuge area in the fire exit stairwells. These areas are marked with a sign saying "Refuge Point". However, in 11 WFC, the mobility-impaired person must wait next to the fire-fighter's lift, where there is more space, due to a different design (there is no designated refuge point in 11 WFC).

All personnel should co-operate to assist a safe and speedy evacuation and must obey any instructions given by the Floor Marshals. They must not waste time collecting personal belongings.

The pace of evacuation MUST NOT be hasty, but, should be orderly and without delay.

Directions to fire exits are shown on green suspended signs. The staircases are constructed to be safe from the effects of fire and smoke. Use stairs all the way to ground level to exit the building.

Walking down staircases and negotiating the landings requires all personnel to remain calm and orderly.

Security doors automatically unlock in an emergency and there is an emergency door release box next to these doors.

Emergency lighting operates on escape routes and there is a sprinkler system and smoke detectors in all areas of the building. Floor Marshals have emergency torches.

Red-boxed fire alarms are on the walls in the corridors. Instructions to activate the alarm are shown on the box. The glass must be pressed in the centre until it cracks/breaks and the alarm sounds.

There is an alarm button in the lifts. If you are in the lift when the fire alarm sounds, it will automatically go to the ground floor (or the nearest safe floor above the fire). The message broadcast on the floor you end up on must be listened for and followed.

Smoke detectors and sprinklers are fitted throughout Agency premises. All fire doors must be kept closed to prevent the spread of smoke and fire.

However, several fire doors are normally in an open position, but automatically close when the fire alarm is activated. The most notable of these are the doors connecting 7 WFC to 1 WFC (on the 6th and 7th floors) and to 11 WFC on the 4th floor. It is particularly important that these doors close and are not reopened during an alarm, to prevent fire spreading from one building to the next. These linking doors are connected to the alarms of the two buildings they connect.

Fire extinguishers are located in open plan office areas and corridors.

Health and Safety policy (summary)

POLICY/0004

Status: Public

Effective date: 06-Sep-12

Review date: 06-Sep-13

Supersedes: POLICY/0004 (18-APR-11)

1. Introduction and purpose

It is the policy of the European Medicines Agency (the Agency) to provide a safe and healthy working environment for all staff, visitors, consultants, contractors, suppliers and any other persons authorised to be on the Agency's premises. It is the duty of the Executive Director to ensure that the requirements of the Health and Safety at Work etc. Act 1974 and other relevant legislation are observed. Management has the responsibility to implement measures to meet these legal requirements. An active health and safety culture throughout the Agency is essential for the achievement of adequate control over risks in the workplace. The support and co-operation of management and all staff at the Agency are required to achieve the objectives of this policy. The purpose of this policy is to set the Agency's objectives in terms of health and safety as well as to explain the organisation and arrangements in place to achieve them.

2. Scope

This policy applies to all staff and contractors working for the Agency and all persons working within its demised premises.

3. Definitions

Not applicable.

4. Policy statement

The objectives of the Agency's health and safety policy are to:

- Provide standards of health, safety and welfare which comply with the requirements of the Health and Safety at Work etc. Act 1974, the Management of Health and Safety at Work Regulations 1992 and other relevant legislation.
- Maintain a safe and healthy working environment and safe systems and methods of work.
- Regularly identify all foreseeable hazards, assess risks within the Agency and take appropriate actions to reduce the risks to all staff.

- Prevent accidents and cases of work-related ill-health.
- Provide and maintain safe plant and equipment.
- Develop safety awareness amongst all staff and to make them aware of their individual responsibilities.
- Ensure all staff are competent to perform their tasks and provide them with suitable information, instruction and safety training. This should also be extended to contractors, delegates and visitors, as appropriate.
- Ensure compliance with statutory duties by the appointment of a competent person with responsibilities for health and safety within the Agency.
- Consult staff on matters relating to workplace health, safety and welfare through the Health and Safety Group.
- Communicate relevant health and safety information through the intranet, the Fire, Health and Safety microsite, notice boards, training courses and through briefings and information packs for new starters.
- All staff, visitors and contractors have a duty to:
 - Work safely and efficiently and comply with any instruction, information and training in accordance with all health and safety procedures (such as safe systems of work) and statutory obligations.
 - Assist in the prevention and investigation of accidents.
 - Report accidents, incidents, circumstances and faults which have led to or may lead to injury or danger for themselves or others and to record details in the accident book.
 - Contractors are reminded of their duties under the Health and Safety at Work etc. Act 1974 and other relevant legislation. They must abide by the health and safety policies and procedures of both the Agency and their employer. Failure to do so may result in sanctions.
 - They must respond promptly to requests from the Agency to take measures to prevent the health and/or safety of staff and other persons being affected.

j) Individual members of staff shall:

- i) Adhere at all times to all health and safety procedures, safety information, instruction and training provided.
- ii) Bring to the attention of their line manager any hazards or defects identified with regard to the working environment.
- iii) Report all accidents and near misses by entering them into the Accident Book and assist with the investigation of accidents.
- iv) Have a duty of care for their own health and safety and for other persons who may be affected by their actions, or lack of action.
- v) Co-operate with the Agency and the Fire, Health and Safety Adviser in order to enable them, or others (e.g. the fire brigade), to comply with any duty or requirement imposed by the Health and Safety at Work etc. Act 1974 and other relevant legislation.

vi) Take part in the drafting of risk assessments for work activities they are involved in, where required.

vii) Not intentionally or recklessly interfere with or misuse anything provided in the interests of health, safety or welfare.

viii) Report any symptoms of discomfort, condition or illness, which could affect their work or be aggravated by their work, to their manager to ensure that arrangements can be made to support them and enable them to work safely. Where use of Display Screen Equipment is affected, the Health and Safety Adviser or a DSE Assessor must also be informed.

ix) Assist visitors and delegates in the event of an evacuation or other emergency procedure.

k) Contractors

Contractors are reminded of their duties under the Health and Safety at Work etc. Act 1974 and other relevant legislation. They need to abide by both the Agency's and their company's health and safety policies and will follow the Agency's procedures. Failure to do so may result in disciplinary action. The Agency's staff in charge of the contract will monitor compliance.

Contractors must respond promptly to requests from the Agency to take measures to prevent the health or safety of persons on its premises being affected.

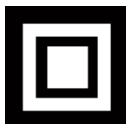
Extract from policy covering Electrical Equipment

Contractors and delegates may be required to bring in personal/company owned, work-related equipment. The equipment must be required for carrying out their work at the Agency. They must ensure that this equipment is in a safe condition by verifying the following:

- The plug or adaptor is for a UK socket;
- The cable and body of the equipment and/or charger do not show any signs of damage;
- All UK plugs are marked BS 1363;

AND

- The equipment or charger displays the following symbols:



Class II (Double insulation)



European Standards Mark

Contractors must have their equipment PAT tested regularly to demonstrate that it is in a safe condition. They are also responsible for carrying out visual inspections of their equipment between tests.

Equipment that has not been PAT tested or equipment which is faulty or non-compliant must not be brought on site.

First Aid

STANDARD PROCEDURE TO REQUEST A FIRST AIDER BETWEEN 07h30 AND 18h30 IS TO DIAL 0

FROM 18h30 TO 07h30 PLEASE DIAL ONE OF THE FOLLOWING NUMBERS 8000/80001/8700 FOR ASSISTANCE

The Agency's first aiders on rota every week will be available from 09h00 until 17h30. The receptionists will locate a first aider between 07h30 and 09h00 and after 17h30. However, if urgent medical assistance is needed, you can also dial 999 or 112 and ask the Emergency Services for the Ambulance Service. State clearly the Agency's address and as much detail as possible concerning the casualty. Advise the Agency's security office ext. 8525 and/or ground floor security ext. 8000/8001/8700 to assist the Ambulance Service on arrival.

N.B. First aiders have a personal first aid box and for convenience one can be found in every kitchenette throughout the Agency and at the Reception desks.

There are now Automated External Defibrillators outside the 1st floor (room 100) and the 5th floor (room 529) first aid rooms.

Reporting of Accidents

NOTE: the Accident book is available 24/7 from ground floor Reception 7WFC

All accidents and near misses* at work, no matter how small, must be reported. This is a requirement under UK legislation.

The HSE definition of an accident is:

'Any unplanned event that results in injury or ill-health to people, or damages equipment, property or materials but where there was a risk of harm'.

****A near miss is where an unplanned event did not result in injury, ill-health or damage, however it is clear that reoccurrence may do so.***

Reporting of accidents applies to incidents on Agency premises involving employees, visitors, members of the public and contractors. The Agency will co-operate with employers of contractors who may be involved in any accident or incident.

How to report an accident:

The method of reporting is to fill out a sheet from the Accident Book, which is kept at ground floor Reception in 7 WFC. The book is accessible at any time since the desk is manned at all times by Agency security guards. Security or a receptionist will tear off a sheet and this should be filled out by the Injured Person (IP) and passed to the Fire, Health and Safety Adviser. A guide on how to complete the report is contained in the book. If assistance is required to fill out the report sheet, the first aider treating the IP or the Fire, Health and Safety Adviser will be happy to help. The report sheet is filed and treated as confidential.

The circumstances of the accident or near miss are then looked into with the aim of reducing or eliminating the likelihood of reoccurrence. The purpose of this procedure is to avoid further accidents by removing the cause where possible, or to reduce the risk of their reoccurrence. Any action which needs to be taken is identified and reported to the relevant persons. No stigma is attached to reporting accidents, as they can happen to anyone.

Smoke Free Policy at EMA

1. Introduction and purpose

This document sets out the policy that EMA premises are a smoke-free environment.

EMA, being a health agency, has been smoke-free since 2003. The policy has been revised to take into account the smoke-free regulations coming into effect in England on Sunday, 1 July 2007. From this date, smoking is prohibited in all enclosed and substantially enclosed premises, including the workplace.

2. Scope

This policy applies to all staff, visitors, delegates and contractors and extends to all areas in No. 7 and No. 1 Westferry Circus, including fire exits, toilets, car parks and the loading bay.

3. Definitions

N. A.

4. Policy statement

It is the policy of EMA that the premises are smoke-free and all staff, visitors, delegates and contractors have a right to work in a smoke-free environment.

Responsibilities

This policy will be distributed to all existing staff by ISERV.

MM&C will be responsible for informing delegates.

All members of staff are responsible for informing their own contractors and personal visitors.

Personnel will supply a copy of the policy to all new staff on induction.

Appropriate 'no-smoking' signs will be clearly displayed at the entrance to EMA's Restaurant.

The landlord will display signs by the ground floor entrance.

Non-compliance

Disciplinary procedures will be followed if a member of staff does not comply with this policy.

Those who do not comply with the smoke-free law may also be liable to a fixed penalty fine and possible criminal prosecution.

5. Related documents

Help to Stop Smoking

EMA arranges regular Quit Smoking Clinics for staff during working hours.

Further information about other means of quitting, the new regulations and smoking in Canary Wharf may be found on the Fire, Health and Safety website (*EMAPlus – Fire, Health & Safety – Health & Safety – Smokefree Legislation Awareness*)

6. Changes since last revision

This policy supersedes the previous version dated 6 February 2001.

London, 12 June 2007

Annex X

Summary checklist of documents which tenderers must submit

1. Letter enclosing the tender on the official letter headed paper of the tenderer and signed by an authorised representative of the tenderer.
2. Tender in one original paper copy with one copy of all documents on CD-ROM, containing the following elements:
 - Information sheet on the tenderer (as detailed in point 16 above).
 - Completed declaration in Annex III relating to Exclusion Criteria.
 - Documentation requested to enable assessment of Selection Criteria (points 13 and 14 above).
 - Documentation requested to enable assessment of Award Criteria (point 15 above).
 - A statement to confirm that information provided in response to this tender is accurate and complete as at the date of submission and acknowledgement that the provision of false information, either knowingly or negligently, in response to this tender could result in the tenderer being excluded from future tenders for contracts with the Agency.
 - Confirmation of acceptance of the draft contract and terms and conditions of tender.
 - An undertaking to inform the Agency promptly following any matter which would alter or add to any of the information given in response to this tender.
 - Documents as requested in relation to proposed subcontracting.
 - Tenders submitted by consortia or by groups of service providers *[or suppliers]* must indicate the role, title and experience of each member or of the group.
 - **To be submitted in separate binders or folders, which must be clearly labelled**, a detailed financial tender using the costing sheet attached in Annex V, and exclusive of VAT, signed by an authorised representative of the tenderer.

Please note that the Agency is unable to accept electronic signatures.

END

Annex XI

TUPE data as of September 2012

Please refer to the schedule below which details the relevant information in respect to TUPE. Note that, currently, broadcasting/multimedia and web conferencing/virtual meetings support is provided as a freelance resource. This tender envisages that this service will be provided full-time as part of the technical support team.

Employee Number	1	2	3
Job Title	Team Leader	AV Support	AV Service Desk Co-ordinator
Right to work in UK verified	Y	Y	Y
Original Start Date	01.07.2005	04.07.2011	28.11.2011
Contract Permanent/Casual	Permanent	Permanent	Permanent
Annual Salary	£31,465.00	£26,000.00	£25,000.00
Overtime Rate	Overtime accrued at x 1.5 and taken as time off in lieu	Overtime accrued at x 1.5 and taken as time off in lieu	Overtime accrued at x 1.5 and taken as time off in lieu
Contracted Hours	40.00	37.50	37.50
Days of Week Worked	Mon - Fri	Mon - Fri	Mon - Fri
Times of Day Worked	9 hour shift	08.30 - 16.30 with 30 minutes lunch	08.30 - 16.30 with 30 minutes lunch
Pay Review Date	January of each year	January of each year	January of each year
Frequency of Payment	Monthly	Monthly	Monthly
Annual Leave Entitlement i) Year ii) Contract	25 days	23 days	23 days
Annual Leave Outstanding	10 days	0	2 days
Sick Pay Entitlement	Six months full salary & further 2 years 3/4 salary.	Ten days up to three years employment then Six months full salary & further 2 years 3/4 salary.	Ten days up to three years employment then Six months full salary & further 2 years 3/4 salary.
Sick Leave taken during current year	1 day	12 days	1 day
Long Term Sick Employee Yes/No	No	No	No
Member of Pension Scheme Yes/No	No	No	No
Member of SAYE Yes/No	No	No	No

Notice Period from Company	1 week for each year of service to a maximum of twelve weeks	1 week for each year of service to a maximum of twelve weeks	1 week for each year of service to a maximum of twelve weeks
Union Member /Recognition	No	No	No
Loans	No	No	No
Maternity /Paternity Entitlement	Statutory	Statutory	Statutory
Redundancy Entitlement	Statutory	Statutory	Statutory
Any other Benefits Life Assurance/ Healthcare/Bonus/Sa l Sacrifice	4 x Salary Life Assurance	4 x Salary Life Assurance	4 x Salary Life Assurance
	Long Term sickness Benefit 3/4 Salary for 2 years after Company six months sick pay	Long Term sickness Benefit 3/4 Salary for 2 years after Company six months sick pay	Long Term sickness Benefit 3/4 Salary for 2 years after Company six months sick pay
	Critical Illness x 1 Annual Salary	Critical Illness x 1 Annual Salary	Critical Illness x 1 Annual Salary
	Simplyhealth Cashplan Health Scheme	Simplyhealth Cashplan Health Scheme	Simplyhealth Cashplan Health Scheme
	Allowed to buy 5 days holiday or sell 3 days entitlement	Allowed to buy 5 days holiday or sell 3 days entitlement	Allowed to buy 5 days holiday or sell 3 days entitlement
Working Practice Items	£15 bonus for each "Extra mile" award.	£15 bonus for each "Extra mile" award.	£15 bonus for each "Extra mile" award.