**Tender Form - Supply**

**<Contract title>**

**<Reference number>**

1. **TENDERER’S INFORMATION**

|  |  |
| --- | --- |
| Submitted by: | Name(s) and address(es) of legal entity or entities submitting this tender |
| Tenderer |  |
| Legal representative |  |
| VAT/registration number[[1]](#footnote-1) |  |
| Nationality |  |
| Address |  |
| Telephone/e-mail |  |
| Contact person |  |
| Bank data | Bank account holder name:  Bank account number:  Bank name:  SWIFT Code:  IBAN: |

1. **TENDERER’S STATEMENT**

I, the undersigned hereby confirm that the supplies offered in this tender are in full conformity with the specifications submitted to us by the contracting authority. The detailed description of the offered supplies by us is provided in the next point.

In addition to that we confirm that our organisation/company is fully eligible for delivering supplies under a contract financed by the EU funds. We confirm that we are not in any of the situations that would exclude us from competing in the EU financed tenders as indicated in point 18 of Annex II of the Financing Agreement between the European Commission and the partner country. We also confirm that we have no conflict of interest with any member of the contracting authority or other tenderers.

I, the undersigned declare that our scope of activities are fully in line the subject of present tender procedure.

I, the undersigned also declare that related to present tender procedure we are not in the situation, whereas attempting to unduly influence the award procedure or obtain confidential information as it should be treated as grave professional misconduct which can lead to the rejection from the award procedure.

|  |  |
| --- | --- |
| **Name** |  |
| **Signature** |  |
| **Date** |  |

1. **TECHNICAL AND FINANCIAL OFFER**

The tenderers are required to provide technical offer, based on the requirements indicated by the contracting authority in the Request for offer, Technical information (Point 2). The tenderers shall provide prices of all items and details on the planned delivery of supplies including detailed specifications.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **No.** | **Number of items** | **Title of item** | **Technical offer** | **Financial offer** | | | |
| **items offered by the tenderer, based on the requirements in the request and information**  **(concrete brand and name shall be indicated here)** | **Net price per item** | **Net price**  **total** | **VAT**  **total** | **Gross price**  **total** |
| **Supplies**  (mentioning brand names is only allowed if the “or equivalent” option is available, allowing to offer other brand) | | | | | | |  |
| **1.1.** | *5* | *Examples: desk top computers* |  |  |  |  |  |
| **1.2.** | *1* | *Examples: motor vehicle* |  |  |  |  |  |
| **Installation (\* delete this section if it is not applicable)** | | | | | | |  |
| **2.1.** |  | *Examples: Installation of computers (Item no 1.1.) into existing network* |  |  |  |  |  |
| **Other (\* delete this section if it is not applicable)** | | | | | | |  |
| **3.1.** |  | *Examples: Manuals of instructions* |  |  |  |  |  |
| **TOTAL** | | | | |  |  |  |

The offered prices for the supplies indicated in the previous point is: [**EUR][national currency].**

The offered price includes the delivery of described items as well as all accompanying costs (for example transport, logistics, material costs) when required.

|  |  |
| --- | --- |
| Name of authorised signatory |  |
| Signature |  |
| Date |  |

1. Where applicable. For individuals, mention their ID card or passport or equivalent document - number [↑](#footnote-ref-1)