



EUSPA/OP/37/23  
Administrative annexes

## **EUSPA/OP/37/23**

**“Provision of support services**

**to the European Union Agency for the Space Programme and the European Commission”**

### **LIST OF TENDER SPECIFICATIONS ANNEXES**

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## ANNEX I.A - TEMPLATE IDENTIFICATION SHEET OF THE TENDERER

### IDENTIFICATION OF THE TENDERER

(Each service provider, including subcontractor(s) or any member of a consortium or grouping, must complete and sign this identification form)

Identity	
Name of the legal entity	
Legal status of the legal entity	
Description of role within the Tenderer	
Date of registration	
Country of registration	
Registration number	
VAT number	
Description of statutory social security cover (at the level of the Member State of origin) and non-statutory cover (supplementary professional indemnity insurance) <sup>1</sup>	
Status as Small or Medium sized Enterprise <sup>2</sup>	

<sup>1</sup> For natural persons

<sup>2</sup> As defined in Commission Recommendation of 6 May 2003 concerning the definition of micro, small and medium-sized enterprises (notified under document number C(2003) 1422)

Address	
Address of registered office of legal entity	
Where appropriate, administrative address of legal entity for the purposes of this procurement process	
Contact Persons	
For procurement process management <sup>3</sup>	
Surname: First name: Title (e.g. Dr, Mr, Ms): Position (e.g. manager): Telephone number: Fax number: E-mail address:	
For the signature of the Contract	
Names and functions of legal representatives and of other representatives of the legal entity who are authorised to sign contracts with third parties	
Declaration by an authorised representative of the organisation <sup>4</sup>	
I, the undersigned, certify that the information given in this identification sheet is correct and that the identification sheet is valid.	
Surname:  First name:	Signature:

<sup>3</sup> One person per tenderer (legal entity, group or consortium) has to be identified for the purposes of this procurement procedure. This person will be responsible for distributing information within the Tenderer.

<sup>4</sup> This person must be included in the list of legal representatives of the company having the prospectively necessary PoA or must be authorised through official PoA by one of these persons; otherwise, the signature on the tender will be invalidated.

**ANNEX I.B – TEMPLATE DECLARATION OF HONOUR RELATING TO EXCLUSION STAGE AND COMPLIANCE  
MATRIX TO MINIMUM REQUIREMENTS**

The undersigned \_\_\_\_\_ representing  
the

(only for natural persons) himself or herself	(only for legal persons) the following legal person:  _____
ID or passport number:	Full official name: _____  _____
	Official legal form: _____  _____
	Statutory registration number: _____  _____
	Full official address: _____  _____
	VAT registration number: _____
hereinafter referred to as “Participant <sup>5</sup> ”)	

<sup>5</sup> DoH are to be submitted by the tenderer/each member of consortium/all subcontractors.

1. declares <sup>6</sup> whether the above-mentioned Tenderer is in one of the following situations or not:		
SITUATION OF EXCLUSION CONCERNING THE TENDERER	YES	NO
a) it is bankrupt, subject to insolvency or winding up procedures, its assets are being administered by a liquidator or by a court, it is in an arrangement with creditors, its business activities are suspended or it is in any analogous situation arising from a similar procedure provided for under Union or national law;	<input type="checkbox"/>	<input type="checkbox"/>
b) it has been established by a final judgement or a final administrative decision that the Participant is in breach of its obligations relating to the payment of taxes or social security contributions in accordance with the applicable law;	<input type="checkbox"/>	<input type="checkbox"/>
c) it has been established by a final judgement or a final administrative decision that the Participant is guilty of grave professional misconduct by having violated applicable laws or regulations or ethical standards of the profession to which the Participant belongs, or by having engaged in any wrongful conduct which has an impact on its professional credibility where such conduct denotes wrongful intent or gross negligence, including, in particular, any of the following:		
(i) fraudulently or negligently misrepresenting information required for the verification of the absence of grounds for exclusion or the fulfilment of eligibility or selection criteria or in the implementation of the contract/grant agreement;	<input type="checkbox"/>	<input type="checkbox"/>
(ii) entering into agreement with other persons or entities with the aim of distorting competition;	<input type="checkbox"/>	<input type="checkbox"/>
(iii) violating intellectual property rights;	<input type="checkbox"/>	<input type="checkbox"/>
(iv) attempting to influence the decision-making process of the authorising officer responsible during the award procedure;	<input type="checkbox"/>	<input type="checkbox"/>
(v) attempting to obtain confidential information that may confer upon it undue advantages in the award procedure;	<input type="checkbox"/>	<input type="checkbox"/>
d) it has been established by a final judgement that the Participant is guilty of any of the following:		

<sup>6</sup> All declarations shall be interpreted in line with Articles 136, 137 and 141 of Regulation (EU, Euratom) 2018/1064 of the European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union, amending Regulations (EU) No 1296/2013, (EU) No 1301/2013, (EU) No 1303/2013, (EU) No 1304/2013, (EU) No 1309/2013, (EU) No 1316/2013, (EU) No 223/2014, (EU) No 283/2014, and Decision No 541/2014/EU and repealing Regulation (EU, Euratom) No 966/2012 (OJ L193, 30.07.2018, p.1) (hereinafter the 'Financial Regulation').

(i) fraud, within the meaning of Article 3 of Directive (EU) 2017/1371 of the European Parliament and of the Council and Article 1 of the Convention on the protection of the European Communities' financial interests, drawn up by the Council Act of 26 July 1995;	<input type="checkbox"/>	<input type="checkbox"/>
(ii) corruption, as defined in Article 4(2) of Directive (EU) 2017/1371 or active corruption within the meaning of Article 3 of the Convention on the fight against corruption involving officials of the European Communities or officials of Member States of the European Union, drawn up by the Council Act of 26 May 1997, or conduct referred to in Article 2(1) of Council Framework Decision 2003/568/JHA, or corruption as defined in other applicable laws;	<input type="checkbox"/>	<input type="checkbox"/>
(iii) conduct related to a criminal organisation, as defined in Article 2 of Council Framework Decision 2008/841/JHA;	<input type="checkbox"/>	<input type="checkbox"/>
(iv) money laundering or terrorist financing within the meaning of Article 1(3), (4) and (5) of Directive (EU) 2015/849 of the European Parliament and of the Council;	<input type="checkbox"/>	<input type="checkbox"/>
(v) terrorist offences or offences linked to terrorist activities, as defined in Articles 1 and 3 of Council Framework Decision 2002/475/JHA, respectively, or inciting, aiding, abetting or attempting to commit such offences, as referred to in Article 4 of that Decision;	<input type="checkbox"/>	<input type="checkbox"/>
(vi) child labour or other offences concerning trafficking in human beings as referred to in Article 2 of Directive 2011/36/EU of the European Parliament and of the Council;	<input type="checkbox"/>	<input type="checkbox"/>
e) it has shown significant deficiencies in complying with main obligations in the implementation of a contract/grant agreement financed by the budget, which has:	<input type="checkbox"/>	<input type="checkbox"/>
(i) led to the early termination of a contract/grant agreement;	<input type="checkbox"/>	<input type="checkbox"/>
(ii) led to the application of liquidated damages or other contractual penalties; or	<input type="checkbox"/>	<input type="checkbox"/>
(iii) been discovered by an authorising officer, OLAF or the Court of Auditors following checks, audits or investigations;	<input type="checkbox"/>	<input type="checkbox"/>
f) it has been established by a final judgment or final administrative decision that the Participant has committed an irregularity within the meaning of Article 1(2) of Council Regulation (EC, Euratom) No 2988/95;	<input type="checkbox"/>	<input type="checkbox"/>
g) it has been established by a final judgment or final administrative decision that the person or entity has created an entity in a different jurisdiction with the intent to circumvent fiscal, social or any other legal obligations in the jurisdiction of its registered office, central administration or principal place of business;	<input type="checkbox"/>	<input type="checkbox"/>
h) it has been established by a final judgment or final administrative decision that an entity has been created with the intent referred to in point (g).	<input type="checkbox"/>	<input type="checkbox"/>

<p>2. declares whether a natural or legal person who is a member of the administrative, management or supervisory body of the Tenderer, or who has powers of representation, decision or control with regard to that Participant is in one or more of the following situations or not:</p>		
<p><b>SITUATIONS OF EXCLUSION CONCERNING PERSONS WITH POWERS OF REPRESENTATION, DECISION OR CONTROL OVER THE TENDERER</b></p>	<p>YES</p>	<p>NO</p>
<p>Situation (c) above (grave professional misconduct)</p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>
<p>Situation (d) above (fraud, corruption or other criminal offence)</p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>
<p>Situation (e) above (significant deficiencies in performance of a contract )</p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>
<p>Situation (f) above (irregularity)</p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>

Situation (g) above (circumvention of legal obligations)	<input type="checkbox"/>	<input type="checkbox"/>	
Situation (h) above (creation to circumvent)	<input type="checkbox"/>	<input type="checkbox"/>	
<p>3. declares whether beneficial owner(s) (as defined in Article 3(6) of Directive (EU) 2015/849) of the Tenderer is in one or more of the following situations or not [(if yes, please indicate the name of the concerned beneficial owner(s) if any in Annex to this declaration):</p>			
<b>SITUATIONS OF EXCLUSION CONCERNING BENEFICIAL OWNERS</b>	<b>YES</b>	<b>NO</b>	
Situation (c) above (grave professional misconduct)	<input type="checkbox"/>	<input type="checkbox"/>	
Situation (d) above (fraud, corruption or other criminal offence)	<input type="checkbox"/>	<input type="checkbox"/>	
Situation (e) above (significant deficiencies in performance of a contract/grant agreement)	<input type="checkbox"/>	<input type="checkbox"/>	
Situation (f) above (irregularity)	<input type="checkbox"/>	<input type="checkbox"/>	
Situation (g) above (circumvention of legal obligations)	<input type="checkbox"/>	<input type="checkbox"/>	
Situation (h) above (creation to circumvent)	<input type="checkbox"/>	<input type="checkbox"/>	
<p>4. declares that a legal person and/or a natural or legal person who is a member of the administrative, management or supervisory body of the above-mentioned legal person, and/or who has powers of representation, decision or control with regard to the above-mentioned legal person (this covers e.g. company directors, members of management or supervisory bodies, and cases where one natural or legal person holds a majority of shares) as well as the employees, shareholders, or beneficial owners of the person(s) concerned) is in the following situation:</p>			
<b>SITUATIONS OF EXCLUSION CONCERNING A LEGAL PERSON AND/OR NATURAL OR LEGAL PERSONS WITH POWER OF REPRESENTATION, DECISION-MAKING OR CONTROL OVER THE LEGAL PERSON, AS WELL AS THE PERSON'S EMPLOYEES, SHAREHOLDERS<sup>7</sup> AND BENEFICIAL OWNERS<sup>8</sup></b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>

<sup>7</sup>To be understood as shareholders or members (for companies limited by guarantee) who either detain at least 5% of the capital or voting rights in the 'legal entity' or are shareholders with special rights attached to shares regardless of the percentage of the shareholding they detain.

<sup>8</sup> Beneficial owners to be understood as any natural person(s) who ultimately owns or controls the customer and/or the natural person(s) on whose behalf a transaction or activity is being conducted and includes at least:

(a) in the case of corporate entities:

(i) the natural person(s) who ultimately owns or controls a legal entity through direct or indirect ownership of a sufficient percentage of the shares or voting rights or ownership interest in that entity, including through bearer shareholdings, or



Is a Restricted Person (see the list published at <a href="http://www.sanctionsmap.eu">www.sanctionsmap.eu</a> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is subject to EU Restrictive Measures (see the list published at <a href="http://www.sanctionsmap.eu">www.sanctionsmap.eu</a> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. declares whether a natural or legal person that assumes unlimited liability for the debts of the Tenderer is in one or more of the following situations or not:			
<b>SITUATIONS OF EXCLUSION CONCERNING NATURAL OR LEGAL PERSONS ASSUMING UNLIMITED LIABILITY FOR THE DEBTS OF THE TENDERER</b>	YES	NO	N/A
Situation (a) above (bankruptcy)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Situation (b) above (breach in payment of taxes or social security contributions)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. declares whether a natural or legal person who is a member of the administrative, management or supervisory body of the above-mentioned legal person, or who has powers of representation, decision or control with regard to the above-mentioned legal person (this covers e.g. company directors, members of management or supervisory bodies, and cases where one natural or legal person holds a majority of shares), or a beneficial owner of the person (as referred to in point 6 of article 3 of Directive (EU) No 2015/849) is in one or more of the following situations or not:			
	YES	NO	
Situation (c) above (grave professional misconduct)	<input type="checkbox"/>	<input type="checkbox"/>	
Situation (d) above (fraud, corruption or other criminal offence)	<input type="checkbox"/>	<input type="checkbox"/>	
Situation (e) above (significant deficiencies in performance of a contract)	<input type="checkbox"/>	<input type="checkbox"/>	

through control via other means, other than a company listed on a regulated market that is subject to disclosure requirements consistent with Union law or subject to equivalent international standards which ensure adequate transparency of ownership information.

A shareholding of 25 % plus one share or an ownership interest of more than 25 % in the customer held by a natural person shall be an indication of direct ownership. A shareholding of 25 % plus one share or an ownership interest of more than 25 % in the customer held by a corporate entity, which is under the control of a natural person(s), or by multiple corporate entities, which are under the control of the same natural person(s), shall be an indication of indirect ownership. This applies without prejudice to the right of Member States to decide that a lower percentage may be an indication of ownership or control. Control through other means may be determined, inter alia, in accordance with the criteria in Article 22(1) to (5) of Directive 2013/34/EU of the European Parliament and of the Council;

(ii) if, after having exhausted all possible means and provided there are no grounds for suspicion, no person under point (i) is identified, or if there is any doubt that the person(s) identified are the beneficial owner(s), the natural person(s) who hold the position of senior managing official(s), the obliged entities shall keep records of the actions taken in order to identify the beneficial ownership under point (i) and this point.

Situation (f) above (irregularity)	<input type="checkbox"/>	<input type="checkbox"/>
Situation (g) above (circumvention of legal obligations)	<input type="checkbox"/>	<input type="checkbox"/>
Situation (h) above (creation to circumvent)	<input type="checkbox"/>	<input type="checkbox"/>
7. declares whether the Participant:		
<b>GROUND FOR REJECTION FROM THIS PROCEDURE</b>	<b>YES</b>	<b>NO</b>
i) confirms that it has provided accurate, sincere and complete information to the Agency within the context of this procurement procedure;	<input type="checkbox"/>	<input type="checkbox"/>
j) confirms that it has not distorted competition by being previously involved in the preparation of documents used in this procurement procedure	<input type="checkbox"/>	<input type="checkbox"/>
8. The Participant acknowledges that they may be subject to rejection from this procedure and to administrative sanctions (exclusion or financial penalty) if any of the declarations or information provided as a condition for participating in this procedure prove to be false.	<input type="checkbox"/>	<input type="checkbox"/>

#### REMEDIAL MEASURES

If the Participant declares one of the situations of exclusion listed above, it should indicate the measures it has taken to remedy the exclusion situation, thus demonstrating its reliability. The remedial measures shall include, in particular:

- (a) measures to identify the origin of the situations giving rise to exclusion and concrete technical, organisational and personnel measures within the relevant business or activity area of Participant, appropriate to correct the conduct and prevent its further occurrence;
- (b) proof that the Participant has undertaken measures to compensate or redress the damage or harm caused to the financial interests of the Union by the underlying facts giving rise to the exclusion situation;
- (c) proof that the Participant has paid or secured the payment of any fine imposed by the competent authority or of any taxes or social security contributions.

The relevant documentary evidence which appropriately illustrates the remedial measures taken should be provided in annex to this declaration. This does not apply for the situations referred in point (d) of this declaration.

In the case of entities on whose capacity the tenderer intends to rely or subcontractors of a contractor, the Agency requires that the Participant replaces an entity or a subcontractor on whose capacity it intends to rely which has been determined to be in an exclusion situation.

## EVIDENCE TO BE PRESENTED

The Participant (including the persons referred to in points 2, 3, 5 and 6 above as well as the subcontractors as indicated in the Tender Specifications) shall provide together with the tender the following evidence for compliance with the exclusion criteria:

For situations described in (a), (c), (d), (f), (g) and (h), a recent extract from the judicial record or, failing that, an equivalent document recently issued by a judicial or administrative authority in the country of establishment of the Participant showing that those requirements are satisfied.

For the situation described in point (a) and (b), recent certificates issued by the competent authorities of the country of establishment. Where such types of certificates are not issued in the country concerned, the Participant may provide a sworn statement made before a judicial authority or notary or, failing that, a solemn statement made before an administrative authority or a qualified professional body in its country of establishment.

If the Participant already submitted such evidence for the purpose of another procedure administered by the Agency, its issuing date does not exceed one year and it is still valid, the Participant shall declare on its honour that the documentary evidence has already been provided and confirm that no changes have occurred in its situation.

If the evidence is accessible free of charge on a national database, the Participant shall provide the Agency with all the necessary information to access such databases.

Supporting evidence does not have to be provided where the tenderer can show that there is a material impossibility to provide such evidence.

SELECTION CRITERIA	YES	NO
(a) fulfills the applicable financial and economic capacity criteria indicated in Section 3.2.2 of the tender specifications;	<input type="checkbox"/>	<input type="checkbox"/>
(b) has the legal and regulatory capacity to pursue the professional activity needed for performing the contract as required in Section 3.2.1 of the tenders specifications.	<input type="checkbox"/>	<input type="checkbox"/>
(c) fulfills the applicable technical and professional capacity criteria indicated in Section 3.2.3 of the tender specifications.	<input type="checkbox"/>	<input type="checkbox"/>
<b>MINIMUM REQUIREMENTS</b>		
(d) provided a tender compliant with the minimum requirements indicated in Section 3.3 of the tender specifications;	<input type="checkbox"/>	<input type="checkbox"/>
9. the tenderer declares the following:		
<b>PARTICIPATION CONDITIONS</b>	YES	NO

<p><b>Please note that the fulfilment of the participation conditions shall be assessed according to the requirements laid out in Annex I.H - Part 1, Part 2 and Part 3.</b></p> <p><b>All economic operators are required to make the declarations below.</b></p>		
<p><b>1. The legal entity is</b></p> <p><b>(a) established in a Member State</b></p> <p><b>(b) with their executive management structures established in that Member State.</b></p> <p>- 'executive management structure' means the body of the legal entity appointed in accordance with national law and which, where applicable, the chief executive officer or any other person having comparable decisional power, and which is empowered to establish the legal entity's strategy, objectives and overall direction, and oversees and monitors management decision-making;</p> <p>- Economic operators are considered established in the EU when they are formed in accordance with the law of an EU Member State, and have their central administration, registered office and principal place of business in an EU Member State (if legal persons) or they are nationals of one of the EU Member States (if natural persons).</p>		
<p><b>Please indicate the place of establishment: <i>[to be filled in]</i></b></p>		
<p><b>2. The economic operator commits to carry out all relevant activities in one or more Member States.</b></p>		
<p><b>Please indicate the place(s) of carrying out all relevant activities: <i>[to be filled in]</i></b></p>		
<p><b>3. The legal entity is not being subject to control by a third country or third country entity. For the purpose of this provision 'control' means the ability to exercise a decisive influence over a legal entity directly or indirectly through one or more intermediate legal entities.</b></p>		
<p><b>The document entitled "Criteria for assessment of participating conditions" available in Annex I.H - Part 1 and Part 3 describes the information to be provided by the economic operators identified in section xx of the Tender Specifications and will be used to assess the criteria 1., 2., and 3. above. Please note that for the assessment of control economic operators identified in section 2.6 of the Tender Specifications are also required to complete, sign and submit the Declaration of Ownership and Control in Annex I.H - Part 2.</b></p>		

Full name

Date

Signature

Your reply to the invitation to tender will involve the recording and processing of personal data (such as your name, address and CV), which will be processed pursuant to Regulation (EC) No 2018/1725 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. Unless indicated otherwise, your replies to the questions in this form and any personal data requested are required to assess your tender in accordance with the tender specifications and will be processed solely for that purpose by EUSPA. Details concerning the processing of your personal data are available on the privacy statement at the page:

[https://www.euspa.europa.eu/system/files/page/privacy\\_statement\\_relating\\_to\\_euspa\\_procurement\\_procedures\\_grants\\_prizes\\_and\\_selection\\_of\\_experts.pdf](https://www.euspa.europa.eu/system/files/page/privacy_statement_relating_to_euspa_procurement_procedures_grants_prizes_and_selection_of_experts.pdf).

Your personal data may be registered in the Early Detection and Exclusion System (EDES) Database should you be in one of the situations mentioned under Article 136 of the Financial Regulation.

## ANNEX I.C - TEMPLATE POWER OF ATTORNEY (for consortia)

### *(DESIGNATING ONE OF THE COMPANIES AS GROUP COORDINATOR AND GIVING IT POWER OF ATTORNEY)*

We the undersigned:

– Signatory 1 [Name, Function, Company, Registered address, VAT number]

For [Company name] taking up the following role within the consortium with its qualification as [enter company's qualification for its assigned role].

– Signatory 2 [Name, Function, Company, Registered address, VAT number]

For [Company name] taking up the following role within the consortium with its qualification as [enter company's qualification for its assigned role].

– ....

– Signatory N [Name, Function, Company, Registered address, VAT number],

For [Company name] taking up the following role within the consortium with its qualification as [enter company's qualification for its assigned role],

each of us having the legal capacity required to act on behalf of our company,

### HAVE AGREED AS FOLLOWS:

(1) For that purpose, the group members designate company **X** as group coordinator.

*[N.B. The group coordinator/prime must be one of the group members]*

The group members confer on the group coordinator all the necessary powers to act on their behalf in connection with the procurement process **EUSPA/OP/37/23 - "Provision of support services to the European Union Agency for the Space Programme and the European Commission", LOT [X]**. This mandate involves in particular the following tasks:

- The group coordinator shall sign any procurement related documents requiring the tenderer's signature).
- The group coordinator shall act as single point of contact for the EUSPA in connection with the procurement process.
- If awarded, the group coordinator shall sign the FWC, specific contracts and addenda thereto, issue any invoices related to the services and receive payments from the EUSPA on behalf of the group members.
- The group coordinator shall act as single point of contact for the EUSPA in connection with the related services to be provided under the FWC in case awarded. It shall coordinate the provision of the related services by the group members to the EUSPA, and shall ensure proper performance of the Contract.

(2) In case of contract award, as co-signatories of the Contract, all the group members:

- shall be jointly and severally liable vis-à-vis the EUSPA for the performance of the FWC, including any specific contracts thereunder;
- shall comply with the conditions of the FWC, including any specific contracts thereunder, and ensure the proper execution of their respective share of the services.

(3) Payments by the EUSPA for the related services shall be made through the group coordinator's bank account.

*[Provide bank details, name, address, account number, etc.]*

Any modification to the present agreement/power of attorney must be explicitly approved by the EUSPA.

This agreement/power of attorney shall expire when all the contractual obligations of the group members towards the EUSPA in connection with the services to be provided under the FWC, including any specific contracts thereunder, have lapsed. The parties may not terminate it before that date without the EUSPA's consent.

Signed at ....., on .....

Name		Name	
Function		Function	
Company		Company	
Name		Name	
Function		Function	
Company		Company	

## ANNEX I.D - Template Subcontractor Letter of Intent

*<Letterhead of the sub-contractor or other entity on whose resources to rely>*

### EUSPA/OP/37/23 - "Provision of support services to the European Union Agency for the Space Programme and the European Commission"

LOT [X]

The undersigned: [...]

Name of the company/organisation: [...]

Address: [...]

Declares hereby the commitment to collaborate in the execution of the tasks subject to the above procurement process and contract implementation, in accordance with the terms of the tender to which the present form is annexed, if the contract is awarded to [insert tenderer's name] to make to it available the competence (resources and other capacities) of our company as described under section 1 in the area described under section 2. below;

Further declares hereby accepting the terms and conditions set out in the draft FWC applying to subcontracting by returning this form filled in and signed.

#### **Sub-contracting is intended as follows:**

1. Brief description of the resources of the subcontractor required for the performance of the contract:

[...]

2. Brief description of the performance, which will be rendered by the subcontractor:

[...]

3. Estimated proportionate value (in %) of contribution to the total contract value to be subcontracted to the present company/organization:

\_\_\_\_\_%

**Full name**

**Date**

**Stamp/Signature**

.....