

## TENDER FORM - SERVICE

**Title of the tender: Services related to project preparation and submission of application for INTERREG VI-A IPA HUNGARY-SERBIA PROGRAMME, VOJVODINAŠUME**  
**Reference number: HUSRB/VI-A/VS/RSP/06-2023-1**

### 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 <sup>1</sup> |   |
| Nationality                          |   |
| Address                              |   |
| Telephone/e-mail                     |   |
| Contact person                       |   |
| Bank data                            | Bank account holder name:<br>Bank account number:<br>Bank name:<br>SWIFT Code:<br>IBAN: |

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<sup>1</sup>Where applicable. For individuals, mention their ID card or passport or equivalent document - number

## 2. TENDERER'S STATEMENT

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

In addition to that we confirm that our organisation/company is fully eligible for providing services 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 Article 137 of the Financial Regulation<sup>2</sup>.

I, the undersigned declare that we fulfil the selection criteria.

| (1) declares that the above-mentioned person complies with the selection criteria applicable to it individually as provided in the tender documents:              | YES                      | NO                       |
|---|--------------------------|--------------------------|
| (a) It fulfills the applicable economic and financial criteria indicated in section 2. SELECTION CRITERIA of the Request for offer/Instructions to tenderers;     | <input type="checkbox"/> | <input type="checkbox"/> |
| (b) It fulfills the applicable technical and professional criteria indicated in section 2. SELECTION CRITERIA of the Request for offer/Instructions to tenderers. | <input type="checkbox"/> | <input type="checkbox"/> |

The signatory declares that the above-mentioned person is able to provide the necessary supporting documents listed in the relevant sections of the tender documents and which are not available electronically upon request and without delay.

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.

Furthermore we agree to abide by the principles as laid out in Chapter 2 of the Financial Regulations.

|                              |  |
|------------------------------|--|
| Name of authorized signatory |  |
| Signature                    |  |
| Date                         |  |

<sup>2</sup>REGULATION (EU, Euratom) 2018/1046 of the European Parliament and the Council of 18 July 2018

### 3. TECHNICAL AND FINANCIAL OFFER

The tenderers are required to provide technical offer, based on the requirements indicated by the contracting authority in the Technical information of Request for offer. The tenderers are encouraged to provide details on the planned services including detailed specifications.

| Title of activity 1: Submission of RSP Application for Public Enterprise “VOJVODINAŠUME”   |                                  |  | Financial offer         |                   |                           |
|--|----------------------------------|--|-------------------------|-------------------|---------------------------|
| Description of expected outputs / results to be achieved   | Proposed time frame <sup>3</sup> | Proposed inputs (if applicable) <sup>4</sup> | Net price<br>(currency) | VAT<br>(currency) | Gross price<br>(currency) |
| <i>[Example: printing of 5000 brochures, A4, all colour, 25g cunstdruck paper, delivery to the project office premises...]</i>       |                                  |  |                         |                   |                           |
| Title of activity 2: Signature of the Subsidy Contract for EU Contribution for RSP Application for Public Enterprise “VOJVODINAŠUME” |                                  |  | Financial offer         |                   |                           |
| Description of expected outputs / results to be achieved   | Proposed time frame <sup>5</sup> | Proposed inputs (if applicable) <sup>6</sup> | Net price<br>(currency) | VAT<br>(currency) | Gross price<br>(currency) |
| <i>[Examples: translation of 50 standard A4 pages (project reports) from XX to English language and interpretation services...]</i>  |                                  |  |                         |                   |                           |
| <b>Financial offer - TOTAL</b>   |                                  |  |                         |                   |                           |

<sup>3</sup> The identification and timing of major milestones in executing the contract.

<sup>4</sup> Please provide detailed information, for example qualifications of the proposed staff, key experts, etc. Please attach the CV(s) of proposed Key Expert(s) if relevant.

<sup>5</sup> The identification and timing of major milestones in executing the contract.

<sup>6</sup> Please provide detailed information, for example qualifications of the proposed staff, key experts, etc. Please attach the CV(s) of proposed Key Expert(s) if relevant.

|                              |  |
|------------------------------|--|
| Name of authorized signatory |  |
| Signature                    |  |
| Date                         |  |