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| **Publication reference:** | **PSGA4 – P3** |
| **Project Title:** | P**LATFORMA – Local & Regional International Action** |
| **Subject of the contract:** | **Engagement of an Expert for a Comparative Survey on Practices on Mayoral Term Limits and Registers of Local Government Acts** |
| **Contracting Authority:** | **NALAS – Network of Associations of Local Authorities of South East Europe** |

**TENDERER’SINFORMATION**

Submitted by:

|  |  |
| --- | --- |
|  | **Entity or entities submitting this tender** |
| **Tenderer** |  |

Contact person:

|  |  |
| --- | --- |
| **Name** |  |
| **Address** |  |
| **Telephone** |  |
| **e-mail** |  |

**TENDERER’SSTATEMENT**

I, the undersigned, being the authorized signatory of the above tenderer, hereby declare that we have examined and accepted without reserve or restriction the entire contents of the tender dossier for the tender procedure referred to above. We offer to provide the services requested in the tender dossier on the basis of the following documents, which comprise our technical offer, and our financial offer, which is submitted in a separate, sealed envelope:

1. Legal Entity File (LEF) – Template given by the Contracting Authority
2. CV of the Applicant
3. Copy of Diplomas, Certificates, Letter of References supporting the experience and qualifications declared on the CV.
4. Copy of ID documents
5. Financial Offer Template

In addition to that we confirm that we are 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 point 2.3.3. in the PRAG Manual (apply as appropriate).

Furthermore, we agree to abide by the ethics clauses in Section 2.4.14 of the PRAG Manual and have no conflict of interest or any equivalent relation with other short-listed candidates or other parties in the tender procedure at the time of submitting this tender.

**TECHNICAL OFFER**

As specified in the CV and other supporting documents.

**FINANCIALOFFER**

The **Daily Fee** for this service is:

**XXXX EUR** (please insert total price in EURO) without VAT.

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